

BOARD OF SUPERVISORS

Brown County

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PLAN, DEV. & TRANS. COMMITTEE

Bernie Erickson, Chair

Dave Kaster, Vice Chair

Dave Landwehr, Norbert Dantine, Tom Sieber

PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE

Monday, November 30, 2015

Approx. 6:15 PM

(Or to follow Land Con)

Room 161, UW Extension

1150 Bellevue Street

**NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION ON
ANY ITEMS LISTED ON THE AGENDA**

- I. Call Meeting to Order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of October 19, 2015.
- IV. Discussion re: December meeting date.

Comments from the Public

1. **Review minutes of:**
 - a. Planning Commission Board of Directors (September 2, 2015).
 - b. Solid Waste Board (July 20 and September 21, 2015).

Communications

2. Communication from Supervisor Lund re: To look at parking on Velp Avenue, County Highway HS south of Riverside Drive in the Village of Suamico, WI. *Motion at October 19 meeting: To hold until the November meeting.*
3. Communication from Supervisor Lund re: Recommendations for the reconstruction of the intersection of County HW B at Side Street in the Village of Suamico.

Public Works

4. Discussion re: CTH B @ Side Street (Village of Suamico).
5. Budget Adjustment Request (15-81): Reallocation of more than 10% of the funds originally appropriated between any of the levels of appropriation.
6. Summary of Operations.
7. Director's Report.

Airport

8. Proposed Airport Name Change.

9. Gift Shop Contract Extension Request.
10. Budget Status Financial Report for October, 2015.
11. Departmental Openings Summary.
12. Director's Report.

Port & Resource Recovery

13. Budget Adjustment Request (15-70): Any increase in expenses with an offsetting increase in revenue.
14. Lakebed Legislation.
15. Director's Report.

PLANNING AND LAND SERVICES

Land Information – No agenda items.

Planning Commission

16. Update re: Development of the Brown County Farm property – *standing item*.
17. Budget Status Financial Report for September and October, 2015.

Property Listing

18. Budget Status Financial Report for September and October, 2015.

Zoning

19. Budget Status Financial Report for September and October, 2015.

Register of Deeds

20. Budget Status Financial Report for September and October, 2015. *Motion at October meeting to hold September budget status financial report until November meeting.*
21. Brown County Land Information Seminar. *Motion at October meeting to hold until November meeting.*

UW-Extension

22. Budget Status Financial Report for October, 2015.
23. Budget Adjustment Request (15-69): Any increase in expenses with an offsetting increase in revenue.
24. Director's Report.

Other:

25. Audit of bills.
26. Such other matters as authorized by law.
27. Adjourn.

Bernie Erickson, Chair

Attachments

Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

**PROCEEDINGS OF THE BROWN COUNTY
PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE**

Pursuant to Section 19.84 Wis. Stats., a regular and budget meeting of the **Brown County Planning, Development & Transportation Committee** was held on Monday, October 19, 2015, in Room 161, UW Extension, 1150 Bellevue Street, Green Bay, Wisconsin.

Present: Chair Bernie Erickson, Supervisors Norbert Dantine, Dave Kaster, Tom Sieber, Dave Landwehr

Also Present: Supervisors Lund, Kaye, Robinson, Jamir, Van Dyck and Gruszynski; Paul Fontecchio (PW-Engineering Mgr.), Brandy Younger (Public Works Business Mgr.), Jeff Oudeans (PW - Project Mgr.), Cathy Williquette (Register of Deeds), Chuck Lamine (Planning Director), Jeff DuMez (GIS/LIO Coordinator), Bill Bosiacki (Zoning), Jim Wallen (Property Lister), Dean Haen (Port & Resource Recovery Director), Tom Miller (Airport Director), Judy Knudsen (UW-Extension), Troy Streckenbach (County Executive), Chad Weininger (Director of Administration), Brian Simons (Library Director), Curt Beyler (Library Facility Mgr.), Dan Process (Internal Auditor), David Ehlinger (Finance Director), Sandy Parmer (Senior Accountant), Christina Connell (Senior HR Analyst), news media & other interested parties.

I. Call Meeting to Order.

The meeting was called to order by Chair Bernie Erickson at 5:22 p.m.

II. Approve/Modify Agenda.

Motion made by Supervisor Sieber, seconded by Supervisor Dantine to approve. Vote taken. MOTION CARRIED UNANIMOUSLY.

III. Approve/Modify Minutes of September 28, 2015.

Motion made by Supervisor Dantine, seconded by Supervisor Kaster to approve. Vote taken. MOTION CARRIED UNANIMOUSLY.

Advance

1. Quarterly Report from Advance Business – Peter Zaehring, Vice President, Economic Development.

Advance Vice President, Economic Development Peter Zaehring introduced himself and provided the Committee with a handout, a copy of which is attached. He noted that he recently relocated to Brown County from Akron, Ohio. His background includes a lot of economic development work in northeast Ohio and the Carolinas as well as on the East Coast. He has worked on many projects of varying sizes. Zaehring thanked the County for their support of Advance and shared some of the things that have happened at Advance.

Zaehring spoke about the core principle of economic development which is business expansion and retention. Advance has a retention committee which has visited with more than 120 companies in the county over the last 12 months. He directed the Committee's attention to the last page of the handout which contains a pie chart showing the visits to the companies by community. The graph on the lower portion of the page shows the type of industries that have been visited and Zaehring noted that manufacturing, professional services and healthcare represent the top three. Advance asks these companies specific questions to be sure that they are not just collecting data, but also are uncovering any issues or challenges they are facing with regard to growth or talent attraction and retention.

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Zaehring continued that what they have found in speaking with the CEOs is that they do not typically have several hours to complete surveys so Advance is working to maximize the time they spend at a business while still gathering the most information possible. Advance has not had a full-time business expansion or retention position in the past and Zaehring felt that they absolutely have to have a staff person dedicated to this which does not simply mean doing surveys, but also visiting with companies. This person could also become a project manager when a company works on expansion or retention. Zaehring noted that they have recently posted a position of this nature and he is hopeful that they can hire someone for this early next year.

The Advance Business and Manufacturing Center recently experienced their highest occupancy of 90%. Zaehring stated that the facility is state-of-the-art and the average occupancy this year has been about 69% manufacturing and 95% office. He pointed out that he has looked at some current numbers and felt that for the current incubator tenants, the economic impact is fairly small as they are still establishing themselves as businesses and establishing a customer base. The current clients in the incubator generate about \$2.5 million dollars of economic impact. Zaehring said these companies typically grow much faster once they have been graduated from the incubator. He stated that as much as they like to have high occupancy, they really want the businesses to get out of the incubator and ready for business because the economic impact becomes so much greater once they graduate from the incubator.

Zaehring also distributed the 2015 Greater Green Bay Fact Book which can be seen in the County Board office. He explained that this publication is the first one he had seen during his interview process and he thought it was a terrific publication and this has been sent to site selectors who work with large companies as they evaluate new locations or locations to consolidate operations.

Zaehring continued that they have also conducted a FAM tour which, in economic development, is a very common practice in bringing in site selectors that work with larger companies that could generate 200 – 300 jobs. He noted that there are four site selectors here and they like to say within 3 – 5 as it is part of relations building and he thinks that this is the first year Advance has participated in a FAM tour. Zaehring noted that the site selectors provided a helicopter tour to show the area so the infrastructure can be better understood. They also pointed out some of the more fun aspects of the area that relate to quality of life such as Lambeau Field. The FAM tour ended with the site selectors giving their honest feedback about the area. Zaehring stated that there have been a lot of things that have happened in the short time he has been here and the county seems to know what they have. He noted that the site selectors criticized the state for not spreading the word as to what the area has to offer. Advance will be working on getting the word out about the relationships we have with education and community development organizations.

Zaehring also mentioned the wage and benefit survey and noted that his employers really like to use this as a tool in bringing talent to the area and keeping talent in the area. The survey links salary information to job descriptions and is helpful to many of the local companies in helping to prevent or fight brain drain and keeping young professionals in the area. Zaehring is currently working on a number of projects that he believes will have job retention potential of about 600 employees. He noted that he got a new project earlier in the day and thinks it is probably at 464 with an investment potential of about \$56 million dollars. This is good activity to see and Zaehring noted that some of the projects were direct phone calls to Advance from entities seeking assistance in finding a facility in Wisconsin.

Zaehring talked about the strategic plan and stated that he wants to create a countywide strategy for economic development. He does not want to come up with a framework and say that he needs support. He noted that he is a very collaborative economic developer by nature and experience and he wants to develop a plan along with the stakeholders in Brown County. He is selecting a firm that has done this kind of work in larger markets and the strategic planning process will start with a fairly long phase of data analysis of existing studies and data that is currently available. The key is that the decisions and recommendations be based on facts and not just wishful thinking. Zaehring noted that the plan will be created in concert with partners in the educational field and the business community as well as elected officials and community development organizations and the philanthropic community. This will be a big project that Zaehring hopes to kick off in early 2016 and he anticipates it will last 6 – 10 months before findings are presented. He stated that there will be many focus groups and interviews and he felt that this Committee would be participating in some capacity.

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On the second page of the handout, Zaehring wished to point out the four committees that Advance is staffing. These committees are Airport Development, Port & Rail, Phosphorus, and Waste Stream. Zaehring is not an expert on all of these committees but he would like to point out that he likes the approach of these committees as they are all inclusive and a collaborative teamwork type of approach to economic development. The handout outlines some of the activities these committees have participated in.

Erickson thanked Zaehring for his report and stated that Zaehring could report to the Committee on a quarterly basis.

Motion made by Supervisor Dantinne, seconded by Supervisor Landwehr to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY.

Comments from the Public

Penny Wahlberg – 1226 Smith Street, Green Bay

Cheryl Williams - 1924 Evans Court, Green Bay

Wahlberg and Williams advised the Committee that they are here to talk about the Brown County Community Gardens Program and they provided the committee with a handout, a copy of which is attached. Williams noted that the gardens were established nearly 20 years ago and have run into funding problems within the last 3 years. She advised that it has become increasingly difficult to get grant funding for salary dollars and managing community gardens is no longer in the scope of nutrition education. The community gardens have been run for the past 3 years by volunteers and some VISTA funding. Williams noted that according to a USDA formula, the gardens have produced over \$300,000 worth of produce every year. She noted that 73% of the gardeners are low to moderate income. Typically what they find is that there are representatives of each of the 10 community gardens who step forward to volunteer their time, but they still need a full-time coordinator to keep things going as gardens come and go through development pressure and also to handle the educational aspect.

Penny Wahlberg, a representative of the Olde North Community Garden, addressed the Committee. She referred to the handout which shows all of the statistics of the Community Gardens. She wanted to let the Committee know why the community gardens matter which is shown on the bottom of the handout. Wahlberg stated that the gardens provide improved community physical health and noted that many of the gardeners walk to the gardens. Another benefit of the gardens is increased food security and Wahlberg noted that many of the gardeners depend on the gardens to cut their grocery bills. Another benefit of the gardens is the creation of connected, safe and appealing neighborhoods. Wahlberg has met many of her neighbors by walking back and forth to her garden on a daily basis. Additionally, the garden itself has become a community within the community and the gardeners look out for one another and are becoming friends. Another benefit is better community mental health. Not only is gardening relaxing, the socialization and support of other gardeners can sometimes help in everyday matters. Finally, the gardens provide enhanced community sustainability and beauty. Wahlberg stated that many people grow food because of the flavor, others grow it because they cannot find what they grow in stores and still others grow food for ethnic reasons. She continued that with the majority of gardeners walking to their gardens, the neighborhoods are safer and people are meeting their neighbors. Additionally, the Olde North garden is much more appealing than the empty lot that sat there collecting garbage two years ago.

Williams thanked the county leadership for putting \$15,000 in the budget for community gardens but she noted that there is still a shortfall. She distributed a handout with what they are recommending with regard to the community gardens. The plan being recommended is Plan B and that is the only plan that has full approval and will meet all of the needs. Williams noted that beyond the \$15,000 the gardens will face a shortfall of \$18,551. They want to keep the current staff member they have and will be able to do this with additional funding. It was noted that the current staff member came from Madison with lifelong community garden experience and is very capable. Williams said that through the winter they do a lot of planning. For example, they know if a garden is under development pressure they find additional plots, they soil test and work with land owners to obtain use of land. They also plan things and one of the things that they are planning for is a teen gardening market in the Imperial Lane area. Williams noted they are only asking for funding for the staff position; salary and benefits. They can get numerous grants for program development for things such as tools and sheds. This additional \$18,551 would allow the gardens to be kept on county and private land and also continue through the winter to develop the program. If the City would not want to continue to support the gardens, there has been some discussion as to whether the county could afford to maintain the City community gardens. Williams noted that they have been invited to come to an October 22

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presentation for a community development block grant and they will propose that the City support half of the salary for the position. Williams stated that with what is known at this time, they would need the \$18,551 and reiterated that Plan B is the best plan with what information they currently have and that is what they are asking for.

Supervisor Landwehr asked if the position that is being talked about is a full-time year round position and Williams indicated that it was. They use the winter months to develop programming and replace gardens that have garden pressure. Currently there are 10 gardens and they sometimes get offers of land and that land needs to be developed. Williams continued that the City of Green Bay has been hauling compost for no cost. Wahlberg noted that she felt the position is warranted because even though most gardens have a representative, there are times when assistance is needed with vandalism or disputes or other issues. Landwehr stated that he could justify a position during the growing season, but he is having a hard time justifying a year round position. Erickson's understanding was that the position would be utilized for more than strictly the community gardens, but this will be discussed further under the UW Extension budget portion of the meeting. Supervisor Kaster questioned the salary and benefits listed under the "Assumptions" portion of the handout and this will be discussed further during the budget portion. Supervisor Dantine asked where the gardens were located and Williams provided the location of all of the gardens. Supervisor Robinson asked where they would like to expand the gardens as mentioned earlier. Williams responded that they have more space at Imperial Lane and they have also been talking to De Pere for quite a while. She noted that they have been spending their energy looking for grant money, but they want to do a needs assessment of the low income community and target where the gardens go versus people giving them land. She noted that they have to take into consideration the location of gardens and whether they are in walking distance of the truly poor.

Bob Srenaski - 3375 Sonata Drive, Green Bay, Wisconsin

Srenaski advised that he is the past President and a current Board member of the Green Bay Area Retired Mens Club which has almost 300 members. The Club holds weekly meetings downstairs in the Central Library on a weekly basis. They have coffee and sweet rolls in the foyer and then go into the auditorium where they have a speaker. Srenaski continued that they are a growing organization and they are having a problem being accommodated in the foyer. He noted that they average about 150 men at each meeting. They currently do not have a problem with the size of the auditorium, although they do have other problems with the auditorium. They do have size issues with the foyer and it can no longer accommodate the group. He understands that there have been some thoughts relative to expanding that area or doing something with the cloak rooms or meeting rooms. Srenaski continued that at the rate his group is growing they will probably number 200 or more men at their meetings. He stated that the group is enthusiastic supporters of the Library and their bylaws state that in the event the group ever dissolves, any residual funds left in the treasury would go to the Friends of the Library.

In terms of the condition of the auditorium, Srenaski feels that it potential threat to the members, especially since for the most part they are 55+. He noted that some members use walkers and other mobility devices. The carpet is terrible and is even folded up in some places and Srenaski feels it needs to be replaced. He is addressing this at this time with the Committee in hopes that something can be done for both the space available in the foyer as well as fixing the auditorium to alleviate the threat to the welfare of his group.

Betty Kossik, 2346 Browning Road, Green Bay, Wisconsin

Kossik also wished to talk about the auditorium at the Central Library. She noted that she has been using the library the entire time she has resided in Green Bay. She was not aware that the lower level even existed until 2014 when she was working with a group who first used the board rooms for meetings. She noted that her group brought in a speaker for a presentation that was open to the public and that was her first experience with the auditorium. She noted that the auditorium was pretty shabby and she was just happy that the microphone worked. She has since gone to some meetings and training in the Menasha Public Library as well as the Appleton Public Library and she was shocked as to the difference in those facilities compared to Brown County's library. She felt it was like comparing modern facilities to the dark ages. She said that the Menasha Public Library has extremely good services and state-of-the-art rooms. She is currently working with a group that may be looking to use the Brown County Library for meetings and she would love to be able to show a file in the auditorium, but at this time she would be embarrassed to have people there. Kossik stated that the last time she was in the auditorium she wondered how anyone could walk without tripping as the carpet was sticking up several inches in some areas. She would like to see the auditorium remodeled and refurbished as soon as possible, before costs increase any further. She felt it was important to have a space that was nice for the whole community to use and available to everyone in the community. ///

BUDGET REVIEW

REVIEW OF 2016 DEPARTMENT BUDGETS:

2. Public Works (Highway, County Roads & Bridges, Facility Management)

- Review of 2016 department budget.

Interim Public Works Director Paul Fontecchio stated that some of the budget highlights for 2016 include reevaluation of the roads and adjusting the 6 year plan accordingly. The impact of this effort increased the bonding for this year as compared with the 2015 budget by about \$1.1 million dollars. He stated that reprioritizing the roads was one of the biggest initiatives in the budget.

At this time Erickson wished to make an adjustment to the agenda. He indicated that Item 2 will be the last item under the budget portion of the meeting. Director of Administration Chad Weininger indicated that if a closed session is held and then there is a desire to make a budget motion, it should be done during the budget portion, before the budget is passed as a matter of procedure. After discussing this further, it was decided to hear the budget presentation at this time and hold action until after the closed session.

Fontecchio continued that the 6 year CIP was updated to reflect the prioritizing projects. He noted that they went in to that not really knowing fully what that means, and it turns out that they do need to increase spending for a few years to get the roads caught up to the good and fair category and this is reflected in the budget.

The levy amount was reduced this year and the largest piece of that is \$533,000 transferred from a local bridging program. Fontecchio explained that there were a bunch of uncommitted municipal projects and the municipalities wanted their money back out of the pool so Brown County was able to utilize that money as uncommitted money that was out there in a special account. The Highway levy was reduced and the Facilities levy was increased to get a bunch of the facility projects done. There are three parking lots that need work and Fontecchio noted that next year will be a good year to do parking lots. He explained that this year they had a huge year for the asphalt paving plant and next year will be a little slower. Brown County will be able to use their own crews to do the parking lots.

Fontecchio continued that with regard to staffing, they have a little change in the business coordinator and some LTE additional hours as well as a reclassification of a lead highway crew person to a superintendent. Landwehr noted that in the positions and deletions section of the budget book, Page 337, the position is for a highway crew member and he asked why it is now called a lead highway crew. Fontecchio responded that the lead typically receives \$1.00 more per hour. Landwehr noted that this is not a huge difference, but he would like these two figures to match and if a lead highway crew is being eliminated, he would like it shown in the book as a lead highway crew. It was explained that highway crew and lead highway crew are not two separate titles. The title is highway crew and then someone is appointed lead. Landwehr asked how the lead can be paid more if they have the same job title and Weininger noted that that is how it has always been handled.

Kaster noted that the operations manager position jumped in salary from \$72,000 to \$77,000 this year and asked for an explanation. Senior Accountant Sandy Farmer responded that in the 2014 budget, the person vacated from 2014 and they hired a new person in 2015. Kaster noted that the 2015 rate was \$72,171 and in 2016 the budgeted amount is \$77,000 and he asked why this jump occurred. Senior HR Analyst Christina Connell explained that in the 2015 budget there was a specific individual who was at a step one. That individual left and there was a vacancy. When the position was filled, the department head offered the position at a higher rate and this is why the 2016 rate is higher than 2015's rate. Connell further explained that the department head has the ability to offer the position anywhere from step 1 to step 5. The previous individual was at step one and when the new individual was hired the department head wanted to offer a higher rate of pay and offered the position at step 3. Kaster asked how often this happens as he noted something similar in the airport budget as well. Connell responded that higher level management positions, if they have money in their budget and get approval from administration, can offer higher rates of pay.

Supervisor Robinson referenced Page 239 of the budget book where a sizeable decrease in miscellaneous is shown and he asked what that was from. Business Manager Brandy Younger responded that they have a lot of federally funded projects next year where they get 80% from the federal government. She noted that the capital projects flow through the highway operating fund so there will be less flowing through because the state pays for the projects directly. Robinson also mentioned the 17% increase in the cost per signalized county intersection and asked for an explanation. Fontecchio stated that some of

that was the additional money for the brains inside the boxes. He noted that some of the boxes are outdated and are no longer being serviced so they budgeted money to update them when they go.

Sieber noted that in last year's budget they had crack filling positions and he wondered if those positions were in this budget. Fontecchio responded that they have LTEs but they do not have them specifically called out. Younger noted that they get summer help from May to August and now they are adding LTEs to start working 10 hour days in April. Sieber asked if the crack filling was state funded and both Younger and Fontecchio thought it was. Sieber felt the crack filling was important, especially if the state is paying for it.

Sieber also asked Fontecchio to talk about some of the new vehicles and equipment listed on page 245 of the budget book. Fontecchio stated that the vehicles are the ones identified that need to be replaced. Every year there are certain vehicles that need to be replaced. He continued that as equipment gets older they assess it every year. He referenced the engineering truck which is old and has some serious issues and also noted that there is other equipment in a similar condition that needs to be replaced. Landwehr asked why the engineering truck is shown at a cost of \$40,000 and the pickup truck is at \$35,000. Fontecchio noted that the engineering truck will be a SUV as they need enclosed seating as many times they go out with three or four people. Landwehr noted that public safety is budgeting \$29,000 for SUVs and Landwehr would like to know why public safety is less than highway prior to the budget hearing.

With regard to miscellaneous revenue listed in page 249, Sieber noted that in 2015 the budgeted amount was \$60,585 and in 2016 its \$50,000 less and he would like this explained. Younger responded that the \$50,000 was budgeted in 2015 for the miscellaneous revenue from wetland mitigation and they are not anticipating this in 2016. She noted that the other revenue comes from the cell tower.

Kaster asked about the \$50,000 expenses for carpeting. Younger responded that that is a standing item in hopes that carpets can be replaced in the courthouse square buildings as well as the jail and CTC. She noted that last year this figure was increased. It used to be the carpet was done as projects rather than as normal maintenance and last year they added \$50,000 to try to get some materials to get a better price by buying in more stock to continuously updated the carpet in the buildings. Kaster also asked about the jump in sharps disposal and Younger responded that they are already over budget in that category for this year. Landwehr asked how often the sharps contract is bid out and Fontecchio thought it was about every four years. Fontecchio noted that regulations were changed at CTC and he also noted that this is for hazardous waste as well as sharps.

With regard to the costs of sales capital projects, Dantine asked for an explanation of the fluctuation. Younger responded that a lot of that relates to the types of projects they have and there will be a dip in expenses similar to the dips in revenues.

Supervisor Lund had a question regarding the parking lot resurfacing and asked if the figures shown are at what it is expected to bid out at. Fontecchio stated that typically what he does for the estimates is to use the cost for what it would cost the county to do the work which is less than bidding it out. Erickson noted that it is historically considerably cheaper to have the work done by the county.

Motion made by Supervisor Sieber, seconded by Supervisor Landwehr to hold the vote on Item 2 until after Item 23. Vote taken. MOTION CARRIED UNANIMOUSLY.

- a. Resolution Approving New or Deleted Positions during the 2016 Budget Process – Public Works.

Motion made by Supervisor Sieber, seconded by Supervisor Dantine to approve. Vote taken. MOTION CARRIED UNANIMOUSLY.

3. Register of Deeds - Review of 2016 department budget.

Register of Deeds Cathy Williquette provided the Committee with a handout of her 2016 budget summary, a copy of which is attached. One of the new initiatives for 2016 is disaster recovery/business continuity plan. She noted that she has been contacted by the document management vendor that currently has custody of images back to 1962 to let her know that they

could provide offsite storage and safe backup of real estate documents. Williquette received a proposal and felt the price was fair and the solution was good and for \$11,000 per year real estate images back to 1962 could be stored offsite.

The second initiative Williquette talked about was electronic return of real estate documents. She noted that right now if a document is recorded electronically it is automatically returned electronically. The same document management vendor she spoke of earlier has a solution where if recording is done on paper it is returned on paper. They have a pickup window for larger title companies but this initiative would provide the option to get the documents back electronically and then paper would be shredded which would save postage costs. Williquette continued that there was a new law as of October 1, 2015 that affects lenders and they are penalized if documents are not recorded with the Register of Deeds within a certain number of days of closing. This initiative would help them get their documents back faster and Williquette noted that it would be an option that can be chosen, however, if paper documents are requested, they will be provided. She noted that there is no cost to the user but there would be savings in postage.

The final initiative Williquette talked about is with regard to a rental weatherization agent. She noted that Wisconsin has a weatherization program that went into effect in the 1990s and it was designed to be sure that landlords were keeping their rental properties up to code so that tenants were not paying exorbitant amounts for heating bills. Every time there is a rental property that changes hands it has to be inspected and the new owner can stipulate that they will bring it up to code within a year or they can live in the property or they can file a waiver which means the property will be destroyed. When the program first developed, most Register of Deeds signed up to be agents. Williquette was going to do this, but at the time the Housing Allowance Office Director approached her and said that he wanted to be the agent because they received a fee every time one of these documents is authorized and recorded. The program has been going downhill with the Housing Allowance and Williquette's office has received a number of complaints on this. She called the State to ask if she can become an agent and she was advised that she could. She would be offering the service for those who chose to come to her office rather than the Housing Allowance to get the certificate and she noted that it would be more convenient to come to her office to get it down because they could record it right away and the Register of Deeds would receive a \$30.00 authorization fee. Several employees of her office would be deemed agents for the program and this would provide a convenience for the customers. Sieber asked how people would be advised that the Register of Deeds can provide this service and Williquette responded that when property changes hands at the closing, the new owner will be advised where they can go for this certifications. She also noted that she intends to update the Register of Deeds website to include information on this.

With regard to revenues, Williquette indicated that the \$30 fee talked about in the previous paragraph would be a new fee for next year. Also, the Register of Deeds will now be providing tax bills from previous years because the Treasurer's machine to read the microfilm that the older tax bills are on broke and the Treasurer asked the Register of Deeds to take this over. Williquette noted that she is charging \$5.00 for customers to get copies of tax bills from 1992 – 2004 which is the same amount that the Treasurer charged. She also expects to receive \$14,000 for a new program that was implemented last year from the sale of real estate documents to data transfer and it appears that based on the documents the company wants a revenue of \$14,000 will be reflected. Finally, Williquette anticipates recording 45,000 documents in 2016. The transfer fees are currently exceeding budget by about \$165,000 and this is due to the increase in value of home sales and she also noted that there were a large number of commercial property transfers in 2015. Transfer fees for 2016 should come in higher than 2015 figures.

Williquette continued that some of the job titles in her office will be changed to better reflect the job duties. She noted that the Clerk Typist II will become Vital Records Specialists and they also have a Clerk Typist III who will be called a Real Estate Specialist and another Clerk Typist III will be designated as a Records Specialist. There is no increase in wages for any of these positions. There is nothing significant with regard to operating expenses, but Williquette noted that supplies went down \$255 due to using fewer replacement cartridges and she hopes to see a savings of \$1,800 with the implementation of electronic return of documents. She also noted that dues and memberships went down \$60. There are no significant chargebacks and no outlay. Additionally, the contracted services are \$11,000 to pay for the safekeeping of documents offset.

Motion made by Supervisor Landwehr, seconded by Supervisor Kaster to forward the Register of Deeds budget on to full County Board. Vote taken. MOTION CARRIED UNANIMOUSLY.

4. **Planning & Land Services (Land Information, Planning Commission, Property Listing & Zoning)**
- Review of 2016 department budgets.

Planning Director Chuck Lamine referenced the summary that was included in the agenda packet. He noted that in terms of new initiatives, one of the things he is trying to do is receive in-kind payments from other departments they are doing work for. Another new initiative that has been identified for 2016 is to conduct a rural specialized transportation needs study. Lamine continued that the ADRC and Curative Connections have received some additional funds to provide state specialized transportation services into the rural area and they have asked Planning to come up with a strategy to make it as efficient as possible and do some outreach and talk to people in the community to find out what the needs are, including where to locate facilities, what services are needed and what kind of places people trying to get to, whether it be medical, shopping, etc. Services would be geared to individuals 65 and older or those identified as having a qualified disability. This is the primary new initiative for next year.

With regard to staffing, Lamine stated that they have continued for a second year to leave the GIS technician position unfunded and they are able to do this due to a reduction in land records modernization revenue associated with some of the downturn and recording activity in the Register of Deeds office. Lamine is hopeful that the fund bounces back next year and the Executive has put some funds in this year to get them to the goal of having a fully funded program for 2017.

In terms of revenues, this is the first budget in Lamine's 20 years that they have increased the levy for the department. It is appreciated and he felt they have been doing a great job of using outside revenues. As far as grant revenue is concerned, in addition to the federal transportation planning grant of \$301,286 for the year, they are also going to be applying for an initial \$15,000 coastal management grant as they are seeing additional people using boats and fishing on the Bay and lower Fox River. When weather gets bad in a hurry and there are a number of people trying to get to the relatively few number of safe harbors in Brown County it can get pretty bad. They are looking at doing an evaluation of what other options there are for additional boat launches going into the future and the grant will help with this. This study would then put the county in a position to apply for additional coastal management grants to actually put some facilities in place. This grant would be a first step towards that and it is a two year process. Erickson said that Bay Shore is the only safe harbor on that side of the Bay for miles, other than trying to get to the mouth of the Fox River or head north to Chaudoirs. He felt that the safe harbor at Bay Shore is too small to harbor any amount of boats and asked Lamine if he would be recommending making that area larger. Lamine responded that one of the things they will be looking at is what are the existing facilities and what are the capabilities as well as what funding sources may be available. They will be looking for opportunities and potential in several different areas such as the old Eagles Nest and Communiversity Park and will also consider both expansion and new facilities and identifying where there is public land that already exists on the Bay shore.

Lamine continued that with regard to state grant revenue, there is a minor reduction of \$5,000 due to reduction of a DNR Water Quality grant for service area planning. Intergovernmental charges show a reduction of \$15,901 and Lamine indicated that they do a lot of contracts and planning work for the municipalities within the County and some of the revenues have gone down. They will still be doing work for the Village of Wrightstown's comprehensive plan as well as starting a comprehensive plan for Pulaski. Lamine spoke of intra-county charges and noted that last year there were some funds that came from the Highway Department for some survey work they did for a highway project which they will not have this year, but it not a problem because there is a lot of work to be done in-house as well. On the flip side, there has been a request from the Parks Department to update the open space and recreation plan and they had some funds set aside for that project and rather than Parks going out and hiring a consultant, Planning will assist with that project and some of the funds from Parks will be transferred to Planning.

Lamine also talked about the transfer in wages and stated that as discussed at the last meeting, historically they had been drawing from the Land Information Modernization Fund to subsidize the cost of the property listing staff. For years they have been saying it is not a sustainable fund and this was proven several years ago and the position was unfunded. Lamine indicated that they had been asking if there was potential to shift more of the levy funds towards the property listing function and the Executive has included in his budget a process to get there over a couple of years. This is a big step and will help recover the fund quicker and hopefully get the GIS technician position filled sooner.

With regard to expenditures, Lamine stated that their vehicles are getting old and they have increased maintenance by \$3,300. They currently have a 1999 truck as well as two 2002s and a 2000. Indirect costs show an increase of \$23,402 which is a chargeback from the Department of Administration for the CDBG Housing program. Planning does a lot of purchase orders for homes they are rehabbing and there is a formula as to what is paid to DOA. This increase is offset completely by the block grant funds so there is no levy impact. Lamine continued that during his update at the last meeting he hinted that regarding the development at the County farm property, one of the things they are trying to do is get the research and business park moving forward. They have also been successful in getting the certified site for the Airport property with Wisconsin Economic Development Corporation and \$50,000 has been included in the budget to go out and get some consultant help to start reaching out to businesses and marketing the properties and start recruiting efforts to try to get some sales to occur on the research park property and some leases on the airport property.

With regard to the land records modernization, Lamine already mentioned leaving the GIS technical position vacant. He stated that he has received some good information from the state and they have included an additional \$50,000 to be used for survey monumentation work by the Property Listing Division.

With regard to the \$50,000 for contracted services, Erickson noted that this was for funding for an outside economic development professional to assist marketing and development of Brown County owned land and asked if the funds will be used to assist our staff or if a consultant will be doing the marketing. Lamine responded that it will probably be a collaborative effort moving forward. He continued that there has been a lot of work done internally in getting the vision set up, but they do not have staff time to really focus on the marketing and sales. This would be done working in concert with his office, the Executive's Office and Advance, etc.

Robinson referred to the property tax line on page 220 of the budget book and noted that there was an increase of \$133,096 of the general levy and noted that Lamine indicated in his summary that the increase was \$135,000 and asked why there was a discrepancy. Lamine responded that he works off of three sub-budgets but from what he recalled, it was \$50,000 for the contracted positions, \$62,800 for the assistance in terms of property listing and getting that off the LIO fund and the rest is from overall costs and chargebacks that existed in the budget for which he was given an allocation of additional levy funds. Robinson also asked about an increase of \$133,000 in the levy, but then if you go down to addition to the fund balance, it looks like \$89,023 is being put back into the fund balance and he asked for clarification of this. Weininger responded that if you look at "addition to" and "fund balance" on Page 220, "use of" is in parentheses which means that fund balance was used. This is simply revenues are greater than expenditures and this is helping rebuild the PALS fund balance that Lamine spoke of earlier. Robinson felt this was an inconsistent use of the fund balance and he asked if any of this comes out of the general fund. Robinson stated that for future reference that should be labeled as to what it is for. Weininger stated that after this budget process has been completed, administration is going to reach out to a number of supervisors to revamp the budget book and also look at some of the reports that are provided to the Board just to make things more clear and transparent for the public.

Robinson also asked about the performance measures and the levy cost per parcel to development assessment data which went up 58 cents, but it is listed as a 1.2% budget change and he wondered what that represented. Lamine responded that it was a 20% increase but it reflects the extra \$62,800 that was put in of levy dollars rather than when we were subsidizing from the LIO. This reflects the levy cost per parcel but they allocated more levy dollars towards the program and that is why it is increased.

Van Dyck asked if there have been meetings with the City of Green Bay with regard to putting the property he spoke about earlier in a TIF. Lamine stated that there have been conversations with the City regarding a TIF. They also had a workshop which brought in several people who had developed research parks around the nation and it was encouraged very strongly not to do that because if you get so dependent on the TIF, the focus becomes specifically on generating the ability to repay debt associated with the development rather than staying true to the focus of actually creating a research park. Lamine stated that the feeling was instead of doing a TIF, to take small incremental steps and do a pay as you go development so as not to become a slave to the TIF. Van Dyck felt that ruling out a TIF would put the County at a huge disadvantage.

County Executive Troy Streckenbach added that the economic development for the City of Green Bay really helped with the plan for the research park after doing a lot of research and it is his hope that as the city continues to work on their University

plans and as the county continues to move forward with UWGB and others that eventually they get on the same page and expand the TIF.

Van Dyck asked if the \$25,000 inter-company charge with the Parks Department to update the open space and recreation plan includes all of the recreational facilities for the entire county, including City owned and Village owned properties. Lamine stated that it will include an inventory of municipally owned facilities, but it focuses more on county owned property and existing and future needs. Additionally, most municipalities within the county have their own open space and recreation plans and the county has assisted with many of them. Van Dyck said that unlike many years ago, there has been a significant number of parks that have been developed by towns and villages and typically in the past it had been the county's job to put parks in the rural communities whereas now the rural communities are taking care of this themselves and they charge a lot of money to developers to build up funds and he does not necessarily think the county needs to be in the expansion business any longer.

Landwehr asked where a listing of fund balances could be seen. Weininger responded that that is something the Internal Auditor has and Robinson noted that he has been talking about this for three years to get the fund balances pinned down. Weininger said that that is one of the things that he wants to work on after the budget and he felt there was some good information in the budget and there is other information that is confusing and he would like to streamline this to make the data that the supervisors want easy to see. Landwehr would like to get a list of the fund balances before the budget hearing if possible.

Motion made by Supervisor Sieber, seconded by Supervisor Landwehr to forward the PALS budget on to the full County Board. Vote taken. MOTION CARRIED UNANIMOUSLY.

5. Port and Resource Recovery - Review of 2016 department budget.

Port & Resource Recovery Director Dean Haen provided the Committee with a Memorandum regarding his department's budget, a copy of which is attached. Haen noted that this memo is also presented to the Solid Waste Board and Harbor Commission and he also uses it to communicate with the municipalities and port users after the budget is approved. He noted that there are a number of cost centers in his department including Port, Harbor Fee, Harbor 217, Waste Transfer Station, Gas-To-Energy, Household Hazardous Waste, Recycling, Closure and General Office.

Haen continued by summarizing the major changes to the budget. On the solid waste side, which is the largest portion of the budget, he noted that the contracts are in place and the CPI index from June to June had a zero increase and there is no proposal to increase tipping fees for contracted customers, however, there is a proposal to increase the gate rate by \$1. The gate rate is for customers that have no obligation to the county for waste and the contracted customers are those customers who want to dedicate a certain tonnage to the transfer station and the preferred customers are either large private companies or municipalities.

Haen continued that they have direct delivery customers, including some of the municipalities that are closer to Outagamie County than to the transfer station on West Mason Street and those municipalities go directly to the landfill and the rates there will be going up by \$1. These municipalities are Denmark, New Denmark and Village of Wrightstown.

With regard to hours of operation, Haen looked at this and noted that they continue to have a lot of small vehicle use which causes the speed of transactions to be troubling as well as queuing of vehicles and getting out onto Highway 54. They are not proposing any changes to the hours of operation at this point, but they will continue to look at this and may consider extended Wednesday night services for residents and possibly opening up a little earlier on Monday mornings for commercial customers. They will look at the trade off to see if they will get extra waste to pay for the labor time of being open. At a minimum, Haen indicated they will be increasing their minimum delivery an additional \$1 from \$13 to \$14.

Haen continued that a lot of their transactions will be changing. For instances, they used to take large non-freon containing appliances for no fee, but he noted that people still have to get in line and the scale operator still has to do a transaction so they will now be charging a \$5.00 fee for those transactions. Dantine asked if charge cards are accepted and Haen noted that they do accept charge cards, but they do have to pay credit card fees for the transactions. They get credit cards on a

daily basis and they do not accept cash. People pay by either charging or on account. Haen estimated they pay about \$10,000 - \$15,000 for credit card transactions.

With regard to the recycling area, Haen noted that this year has been quite unique and since they have opened their BOW recycling facility they have been able to pay the communities. The commodity market substantially decreased in 2015 and what they are proposing for next year is a \$20 per ton charge for recycling. He noted that market conditions have been steadily depressed since April or May, although they seem to be holding steady at this time. Other changes in recycling include putting in a recycling compactor that was dedicated earlier in the day and will result in a savings of about \$100,000 that will be fully realized in 2016. They started using the compactor last month and there will be a payoff in less than five years. Additionally, the recycling facility as a whole will now have exceeded 100,000 tons and should the commodity market come back, the county will benefit from sale of additional tonnage going through the expanded facility. Sieber questioned the recycling fees and asked when they go negative, what happens. Haen noted that they are still buying them, but they have to pay to haul it which is a cost and they also have to pay to run it through the facility where there is a processing cost. The processing cost is about \$60 and hauling is \$10. He also noted that in some commodities aluminum is very valuable at \$1400 a ton, but glass is a negative. Everything is being sold, just at depressed values.

Haen continued that the biggest area of change is in Household Hazardous Waste and they continue to deal with non-regulated waste at HHW. This waste includes things like lightbulbs, waste oil, fire extinguishers and electronics and they are proposing to put those all at a charge. They do already charge 20 cents per pound for electronics and they are proposing an increase to 25 cents per pound. Residents are able to deliver up to 10 light bulbs for free and then they charge after that, but they have been taking everything else at no charge. Haen noted that there are other places people can go with these items and if they choose to bring them to HHW, there is a cost to manage that. Erickson asked if HHW does anything with sharps. Haen noted that there are receptacles for sharps in the restrooms of all county buildings. Erickson noted the increase in the sharps contract with Facilities and is wondering if there is any cooperative effort that can be made to work with Facilities on this. Haen said this is something that could be looked into further but he noted that they are in a shared partnership with the Health Department and the hospitals.

With regard to the Port Area, one of the two major initiatives for next year is to close the CAT Island project. They need to get a project cooperative agreement with the Corp and this should be coming in this fall to amend the original one. They will then get the final invoice for the project which can be submitted to the State for reimbursement. Haen noted that the state grant expires on December 31 and as of now it looks like this can be taken care of by then.

The other initiative in 2016 is Renard Island. Haen is hopeful to have the maintenance easement in place and lake bed grant in this fall's legislature or over the winter and then ownership will transfer and community discussions will begin on what to do with Renard Island. Sieber asked who the point person will be to collect community feedback on Renard Island and if there is a plan in place on how this will happen. Haen responded that they have been focused on the ownership transfer and they need the permeant easements in place and have the lakebed grant. There will also be a lot of effort with the Corp to make the transfer with approval and documents and he expects this to take 6 – 9 months.

A question was asked with regard to Page 231 of the budget book in that household hazardous waste has been declining every year and whether that was due to generation of less hazardous waste, or people taking their waste somewhere else or hanging on to it. Haen responded that they started charging for latex paint because there are other ways to get rid of it and they are encouraging people to dry out their paint. The biggest change is with regard to electronics. He noted that there are a lot of electronic collections by municipalities as well as organizations such as Boy Scouts and Girl Scouts and they are all after the computers and more valuable electronics. In 2010 and 2011 they got everything in, but now most of what they get is the bulk TVs. They no longer see much computer equipment coming into HHW.

Sieber asked for an explanation of the Harbor 217 fund on Page 232, the unrestricted funds negative balance. Haen explained that the Corp started dredging this week. Dredge material is going to go by Bay port and there will be revenue coming into the port, and then in next year's budget there will be work at Bay port and there will not be any revenue. The Corp uses CAT Island one year and Bay port the next. There will be shown revenue one year and an expense the next year.

Sieber noted that material management expenditures on Page 235 went from \$912 in 2014 to \$45,000 this year and asked for an explanation. Haen responded that materials management was when they were going to empty a cell, there are other costs associated. He noted that there are highway chargebacks and highway does most of the material management work but there are other costs. The biggest expense this next year is buying crane mats so the highway department can travel across surface of the dredge material. Haen thought the crane mats have been recently ordered but will not be delivered/paid for until next year.

Sieber also noted that interest in Page 236 goes from \$391,000 in the 2015 budget to \$180,000 this year and he thought that changes had been made in the treasury to keep more interest money and he is curious why there is a reduction. Haen said that they are doing better on their interest and indications show that they will be turning about 2% instead of where they were at 1%, but he thought that what Sieber was referring to was with regard to unrealized gains and changes and market values. Finance Director Dave Ehlinger explained that the 2015 estimated column is what is being estimated for the current year so the budgeted amount is in the same ballpark. Even though an investment firm is being used, there is no market out there for investment earnings. Ehlinger continued that if you look one item down, there is unrealized gain or loss interest and they have started to separate that out. Current accounting rules say that value of investments have to be listed as if they were going to be sold that day so sometimes there is a gain and sometimes there is a loss, depending on how long the investments have been kept. Ehlinger continued that over the course of time, because we keep our investments, that will be a zero when you average everything in. However if you are looking at a one-time basis you could have a gain or a loss and that is why these amounts are separated out into a different account. Sieber stated that what he sees is that in 2014 \$500,000 was made in interest and in 2015 \$183,00 was made, even though we were supposed to making 2% instead of 1%. Ehlinger responded that there are two components of that amount in 2014. The first is the investment interest which is approximately the \$180,000, give or take assuming that we have the same market interest rates. The second component of the \$180,000 is the mark to market adjustment so in 2014 an educated guess is that we had a gain because the value of the investments was going up. If we look in the prior year we would probably see a loss because the value of the investments was going down. This is a timing difference. Sieber asked if he could get a breakdown of this line item and Ehlinger noted that he could get that and provide it. Sieber asked if the other \$300,000 was reflected anywhere or if it just disappears. Ehlinger responded that the other side of the accounting entry would be on the balance sheet increasing or decreasing the value of the investment. There are two separate documents, one shows the income statement, revenues and expenses and the other side is the balance sheet which, similar to the fund balance, does not appear in this document. He will get the breakdown of the \$478,000 to Sieber. Haen noted that the interest is only if the investment is sold. Kaster noted that this is a huge difference and Landwehr noted that if they get the fund balance documents they talked about earlier it could explain a lot.

Ehlinger continued that the fund balance is only a portion of the balance sheet. The balance sheet contains assets, liabilities and fund balance and the investment part of the assets. Sieber asked for clarification on the claims subrogation recovery for \$100,000 on Page 237. Haen responded that he put that in there for the reason of not knowing where they would end up with Fox River Fiber. He noted that they filed a claim in the spring and the ability to legally put into the claim expired in October so there will be no activity, but Haen was preparing for the worst in the event we would have had to go to Court.

With regard to the fees for the non-freon appliances and batteries, Van Dyck is assuming that part of the thought process is trying to change behavior. He is not for over-feeing people by any means, but he felt that the \$1 fee might not even really be worth running the transaction for. He felt that if the fee was an attempt to change behavior, the fee should be more in the area of \$5. Haen explained that many times when a vehicle shows up at the transfer station, they will have a number of items such as batteries, carpet, appliances, garbage, etc. They typically do not make a trip for one item only. The charges are intended to cover the cost, including the transaction fees and although he appreciates Van Dyck's comments, he felt comfortable that the \$1 is palatable and is a good place to start. Streckenbach added that overall the recycling program is designed to encourage recycling and be offset by the revenues made to remove barriers to recycle so items do not turn up in waterways and landfills.

Motion made by Supervisor Dantine, seconded by Supervisor Landwehr to forward the Port & Resource Recovery budget on to the full County Board. Vote taken. MOTION CARRIED UNANIMOUSLY.

6. **Airport - Review of 2016 department budget.**

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Airport Director Tom Miller provided the Committee with 2016 budget highlights, a copy of which is attached. He noted that during the course of 2015, the airport administrative staff, with the assistance of a financial consulting firm, has been able to negotiate airline leases which will generate addition revenue for the airport, while at the same time keeping airport costs competitive with other airports in the region and keeping the facility attractive for potential increase in air service. Budgeted expenses for 2016 have been reduced slightly compared to 2015. Finally, while the airport's strategic plan projects continued reductions in the fund balance until 2019, the proposed 2016 budget anticipates a \$296,244 positive contribution to the account for the first time since 2009.

Miller continued that airport highlights include passenger enplanements to be flat for the remainder of 2015 and up slightly for 2016. In addition, landing fees generated through negotiations with the airlines will generate about \$100,000 in revenue. Further, landing fees will generate about \$539,000 and concession revenue, including the gift shops, restaurants and rental cars will increase revenue by about \$250,000. Miller continued that overall expenses decreased by about 1% and several areas where costs increased were equipment non-outlay which contains a number of items which have been deferred over the past several years but need to be acquired. The largest single cost item is the acquisition of 3 AEDs to be strategically placed through the passenger terminal at a cost of about \$5,400. Miller also noted that grounds maintenance has increased due to demolition of the old flight services station facility at an estimated cost of \$60,000.

Additionally, phone expense is expected to increase in 2016 due to the installation of additional phones in the US Customs facility. Miller also noted that several accounts experienced significant declines including building repairs and maintenance as a roof replacement in 2015 was completed and will not re-occur in 2016. Additionally, equipment repairs also decreased as an upgrade to the access control system was completed in 2015. Miller also expects to see a reduction in the natural gas costs compared to the 2015 budget.

With regard to capital outlay, Miller noted that a 20 year old farm tractor and a bat wing mower are expected to cost just shy of \$100,000. Also, a new paint sprayer at a cost of \$27,000 will make airfield striping operations more efficient. Additionally, bond payments come from a schedule to reduce debt which will be fully paid off by 2024 and finally, the airport/county share of state and federal projects listed in the approved CIP is \$288,736. Miller noted that if the grant dollars do not become available during the year, the project would be delayed.

Miller also provided the Committee with a copy of an e-mail with regard to modifying the salary summary for the assistant airport director position. That position became vacant in February. A number of interviews were conducted and the field was narrowed to several strong candidates. Miller has worked with HR and the County Executive to get the \$81,654 salary approved and this is what was offered to and accepted by the candidate.

Landwehr asked about the paint sprayer for \$27,000 and asked if the Highway Department would have similar equipment that could be borrowed. Miller stated that what he needs is much, much smaller than what the Highway Department has. He continued that the Highway's equipment is designed to do miles and miles and miles of striping while what he needs is something to do a smaller area, but also to do things like diagonal striping which highway equipment would not be able to do. Miller estimated the life expectancy of a new sprayer to be about 10 years.

Sieber referenced Page 209 and the technical service consultant for \$70,000. Miller stated that that is the engineering firm that they go through hired by the state to do consulting work for the Airport. This work typically consists of small jobs such as laying out the stripes for parking positions for aircraft at the gate and determining the height of particular buildings to make sure that site lines are maintained. This is a nominal amount and Miller said they get a lot of service from them. The state hires the consultant to do the bulk of the work on major projects, but their knowledge and expertise base on the airport is so valuable that to go out and hire another consulting firm would necessitate a great deal of educational work. Parmer noted that this is the same amount as was budgeted last year.

Sieber also asked Miller to touch on the master plan rate and airline analysis. Miller responded that this past year they did the airline lease negotiations and as part of the lease provisions, the airlines have guaranteed the airport a certain amount of revenue, regardless of whether 100,000 passengers go through the airport or 500,000 passengers go through the airport. There is a reconciliation process that they have not had to do in the past so as part of the work that was done to help get there in the first place, Miller is going to have him help with the reconciliation at the end of the year. Miller continued that

the broker fees listed are for lease arrangements that are developed on some of the land and noted that they will be paying a brokerage fee for a new tenant that has taken over one of the old FAA buildings at the airport last month.

Sieber referenced the fund balance on Page 210 of \$5.8 million dollars and asked for a brief history. Miller responded that back about 9 years ago there was \$10 million dollars in the fund balance and as result of the economy and the consideration for airlines and reduction of passenger, they have been eating into the fund balance and it has come down to \$5.2 million dollars. At the end of 2015 Miller thinks the balance will be down a little more but expected to see a positive increase in the fund balance after that and noted that this fund balance is restricted for airport use only.

With regard to supplies on Page 211, the 2014 amount was \$60,000 and the proposed amount for 2016 is \$112,000 and the supplies – cleaning and household has increased from \$45,000 to \$65,000. Miller explained that some of the former security regulations did not require a background check being done on every employee whose ID badge expires until this year. Once the check had been done in the past, there was no requirement for another background check. The TSA now requires a background check be done on every employee every two years and the cost for this service has been added under supplies.

Kaster asked for more information on the assistant airport director position. Miller stated that the salary was not included in the ad for the position and they interviewed about 6 candidates and narrowed the field down to 3. Of the 3, one of the candidates was eliminated because the individual stated he wanted a salary in excess of what the airport could offer. The other two candidates were within the pay range and Miller felt the candidate selected was more qualified and would do a better job than the other and the salary that they were able to get him to take the position was still within the pay range at \$81,000. Kaster noted that the assistant salary is very close to the director's salary. Supervisor Lund asked if the new candidate would be eligible for any pay increase next year and Miller responded that his understanding is that the candidate would not be eligible for pay increases in 2015. Weininger noted that the candidate will be starting on November 9, 2015 and come January 1, 2016 he would be eligible for what is in the budget for the COLA increase and the County Executive is also proposing a 1.6% salary increase and another .4% to be put through the HR pay matrix so the assistant would be eligible for the full 2% in 2016. Everyone who is employed as of January 1, 2016 is eligible for the 2016 increases, but not for any increases in 2015. Streckenbach added that if the assistant director is employed as of January 1, 2016, he is eligible to the pay increase available to employees in 2016. Connell explained for 2015 the way that the increase occurs was that any employee that was hired by January 1, 2015, no matter when the hire date was, got the 1.5% increase. This would be no different in 2016; no matter when an employee is employed, as long as they were employed as of January 1, 2016 they would be given the increase. Kaster asked if the candidate is so much better than the last person to warrant paying him \$10,000 more? He does not understand why this keeps happening.

Streckenbach stated that the step increases have been frozen since 2002 for management. He continued that we are losing management and Kaster asked if managers are leaving purely because of the pay. Streckenbach said he would not say that they are leaving purely because of pay. Streckenbach continued that the market has depression issues and we should be happy to get the candidate that we got. The labor market is being challenged. Miller noted that the candidate turned down another job two days after accepting the offer by Brown County. Streckenbach urged the Committee to look not only at this one isolated spot, but to look at the county overall. Kaster realized that but felt this was quite a span. Streckenbach said he does not see this changing anytime soon and unfortunately the county continues to lose people. Streckenbach stated that the county is not competitive when it comes to management. Weininger stated that the options in moving forward would be to go ahead and approve it as is, or approve it without the salary increase. The reason this is adjusted to each position is so the whole scale moves. Weininger noted that in theory the Committee could approve the position without the 2% going into 2016.

Erickson commented that he agrees with Streckenbach on this in that positions are being approved every month at the County Board that are all going to get a 1% raise on January 1. This is the way the program works and Erickson is not saying it is good or bad. He thought at one point there was a policy that an employee had to be employed for a certain amount of time before they were eligible for a raise. Streckenbach replied that in the 2014 budget there were a lot of caveats on the pay increase, but that was the only year that the restrictions applied. The second piece of it according to Streckenbach is that the old contract language of previous years had stipulations on this. This is a little different as it applies to a salaried employee. Erickson felt we passed the rules and this is where we need to sit. He will agree with it at this point.

Robinson asked if there is a mechanism in the salary system that allows the county to put that kind of jump into a salary for someone who is already working for the county because if the case is being made that people are leaving in large part because of salary, it does not make sense to him to add \$11,000 to the salary. Streckenbach stated that under the class and comp the Board created some flexibility in the range. Previously, once a person came into the system steps were frozen and pay increases were not able to be given without coming back to the County Board. Right now he is being asked about why this is being done and he noted that there has been a long standing policy and the challenge is if he goes out and champions for an employee, there will be others looking for the same treatment. Streckenbach continued that when there was flexibility, the County Board then put constraints on it to where anytime the table of organization changes the Board had to approve it. What administration has been doing in terms of moving through the system is making sure that the departments can afford the increases. The current comp and class that the Board passed allows the flexibility in a range and the fear is what happens when the gate is opened. Streckenbach stated that they are not sure how to do this and unfortunately what happens is that people get a job offer elsewhere and come forward and are told that the County is sorry but they cannot open up the can. Robinson felt it would be interesting to put a dollar figure on the cost to do a search on what is lost in a changeover for new employees.

Robinson reference Page 207 and the line designated as "other financing sources" and noted there is an increase of almost 50%. In the next few pages it looks to be a capital contribution. Miller responded that that is the amount of money he anticipates receiving in grant dollars next year from the state and federal government. This fluctuates from year to year and Miller noted that they had a project which was supposed to take place this year but because the FAA delayed the review of the plans, most of the work will not take place until next year so those grant dollars will not be utilized until 2016. Additionally, Miller stated that there should be another grant from the FAA next year so the numbers are somewhat inflated for 2016. If you look at what is anticipated for the year end of 2015 it should be less than what was budgeted for. Robinson continued that there is an increase of \$2.1 million dollars in revenue sources for these grants and there is also a \$2.9 million dollar increase into the fund balance as revenue and therefore it looks like most of the grants are going into the fund balance to cover capital projects. Miller responded that at least some of that is bond payments. Robinson said it looks like 2/3 of the grant money is going towards bonding. Miller disagreed and said that the grant dollars are actually administered by the state and they work the contracts and manage the contracts. When the asset is completed, then it is turned over to the county, but during the course of the project they provide us with financial documentation as to how many grant dollars have been spent. Miller stated that there is a statement of funds that shows that in 2015 they will be using \$245,000 out of the fund balance and then in 2016 they will be contributing about \$296,000 to the fund balance. Robinson understood, but directed a comment to Weininger and Streckenbach that this looks weird. Streckenbach noted that that is the way the budget has been done for 10 years. Van Dyck responded that that needs to be changed because anyone looking at this would assume that it is a change in the balance of a fund. He understands it may be right from an accounting perspective, but for anyone reading the book it would be very misleading and should be changed. Streckenbach responded that he is looking forward to revamping the budget book to be a better document. Miller noted that the capital contributions show up in the operating statement under revenue. Robinson stated it looks like it shows up on the revenue but not the expenses. Weininger asked everyone to take notes about what they do not like about the format of the budget book and he will then hold meetings to address the suggested changes.

Back on the issue of the raises discussed earlier, Van Dyck felt a good look needs to be taken at the process because if you hire someone on December 15 at an established wage, giving them a pay increase two weeks later makes no sense whatsoever. He realizes that this may be how it was done in the past without much attention being given to it, but he felt there needs to be a better cutoff.

Van Dyck asked what the use of cash on grant amortization means as shown on Page 210. Parmer responded that it not tangible. State and federal funding is recorded as the project goes along and it has to be recorded as revenue. In this formula it has to come out. Depreciation goes in and contributed capital has to go out and offset each other.

Sieber asked if the wage range for the airport director was available. Information provided to him showed the current salary to be \$40.28 and the midpoint is supposed to be \$46.84. Sieber felt that if the director is making \$84,000 a year and the assistant is making \$81,000, there is a problem. Sieber thought the whole point of the class and comp study was to figure out where everybody should be. He realized that there is not a plan in place to get everyone where they should be, but he felt that if we are paying the assistants \$2,500 less than the directors there will be a problem and he felt that this should be taken

care of now. He felt that being an enterprise fund makes the airport different in that the fund is expected to grow by \$296,000 next year and there is not levy dollars to take care of the specific issue right now.

Motion made by Supervisor Sieber, seconded by Supervisor Erickson to increase the Airport Director's salary from \$40.28/hour to \$46.84/hour (midpoint of the salary structure) for a total increase in salary and fringe of \$15,738. Vote taken. Nay: Kaster, Landwehr. MOTION CARRIED 3 to 2.

Motion made by Supervisor Sieber, seconded by Supervisor Dantine to increase the Assistant Airport Director salary from \$71,628 to \$81,654 with fringe of \$22,233 for a total of \$103,887 (increase of \$11,521). Vote taken. MOTION CARRIED UNANIMOUSLY.

Motion made by Supervisor Dantine, seconded by Supervisor Sieber to move the airport budget as amended on to the full County Board. Vote taken. MOTION CARRIED UNANIMOUSLY.

a. Resolution Approving New or Deleted Positions during the 2016 Budget Process – Airport.

Motion made by Supervisor Sieber, seconded by Supervisor Dantine to approve. Vote taken. MOTION CARRIED UNANIMOUSLY.

7. U.W. Extension - Review of 2016 department budget.

UW Extension Director Judy Knudsen stated that the Extension's new initiatives for 2016 include financial literacy education, garden to table and science, technology, engineering and math (STEM).

The financial literacy education will be for youth and adults and the focus of the initiative is to help county residents meet future needs while keeping pace with day to day expenses and addressing the basics of earning, spending, saving and investing.

The garden to table initiative was introduced as part of the 2015 budget and work will continue in 2016. The focus of the initiative is to provide education to people of all ages on how to grow, preserve and prepare healthy, culturally appropriate food.

The STEM initiative is due to an increase in demand for STEM educational programs for county youth and will provide programs in progression of levels as youth gain more skills. Workshops will be offered throughout the year on STEM topics and opportunities will be available for young people to develop ideas.

Knudsen continued that the increase in outlay is due to a one time expenditure for a greenhouse to be located at the AG and Extension Service Center that can be used to expand the number of classes and will also provide the opportunity to raise plants for community gardens and master gardener service projects. It is also intended to use the greenhouse for training and staff is looking at replicating a program that is being done by the Racine County Extension Office where they train high functioning individuals with cognitive or physical disabilities to work in greenhouses. Knudsen noted that there are a number of commercial greenhouses in the area that do not have a sufficient labor source and this program has been very successful in Racine County.

The increase in regular earnings is due to reclassification of two Secretary III positions from a .4 FTE to a .5 FTE and accompanying fringe benefits offsetting the decrease in earnings from a reclassification of a Secretary II from .65 to .5 FTE position. The budget also includes \$15,000 to support the community gardener position as interest in urban agriculture continues to grow.

Erickson asked Knudsen to expand on what was discussed earlier in the meeting with regard to the community garden coordinator position as it was his understanding that there are some ideas to use an individual over the course of the entire year. Knudsen replied that they recently conducted interviews for a nutrition educator, but this was a failed search. There are

a number of classroom presentations coming up that focus on nutrition for school age kids and one of the thoughts was to use the community garden position for 10 hours a week for 4 months until the position is hired. The other suggestion is that the master gardeners would like to have a volunteer coordinator for their program as it is growing and they are willing to contribute a few thousand dollars for this. Knudsen felt this would be a great opportunity as there is some synergy between the master gardeners and community garden program, but the expectations of the master gardeners would have to be toned back a little bit with regard to job duties in relationship to the amount of money that they would contribute. Knudsen also noted that there was a question as to what this person would do in the winter. As was mentioned earlier, a survey needs to be done of low and moderate income areas to find out what their interests are with regard to community gardens so they can be strategic as to where gardens are placed as right now they place them wherever they get land. She also felt it was important to build some relationships with the diverse populations and this is something that could be worked on by the coordinator over the winter months. Knudsen continued that Milwaukee County Extension has a micro farming program which allows gardeners to have larger plots and sell the produce and they would like to expand on that. There are a number of things that can be done to ramp up the community garden program with an urban agriculture focus.

Streckenbach provided a little background on community gardens and noted that the farmers market is the result of the community gardens. Community gardens are popular in terms of self-sufficiency as well as a means of having locally grown produce. From UW Extension's perspective, they are trying to help out a sector of the population that are interested in this but also another sector of the population that is looking for self-sufficiency. At the same time, the UW Extension goes into schools and teaches see to plate, the importance of knowing what is on your plate before you put it in your mouth. Streckenbach felt that the community garden program is a need for the community, but is not fully funded and the question becomes how to fund something that was originally grant driven. Streckenbach would like to see the city involved in this as well and noted that at the end of the day it is a benefit for the county and what it represents.

Supervisor Gruszynski commented that the dynamic is changing and there are a lot of articles regarding millennials and the mileage on their food and where it is coming from. People are more plugged in about the distance their food travels and the impact on the environment with that. Gruszynski continued that he was a part of the Green Bay Garden Blitz where they dropped off almost 200 boxes across the greater Green Bay area, several in his district, and when you see the socioeconomic impact and you see a family who gets a box and you know it is more than just for beautification, there is a direct impact being made on the communities and he would ask the Committee to fully support the program.

Robinson echoed what Gruszynski said and felt that for the investment of what is being put into this, the payback in healthy eating and healthy impact to the community is worth it and he felt that some of the concerns are valid, but to address the concerns adequately there needs to be staffing. He felt that whether or not this portion is funded, the questions will still be there.

Van Dyck stated in regard to funding, he would like to see more of the funding put toward the emphasis of the extension which is food, horticulture and agriculture. He felt that the extension does well what nobody else is doing, but he gets concerned with new initiatives such as financial literacy education. Although he is not against that and he understands the need for it, he felt that there were other organizations doing initiatives on this. Everyone is throwing a little money at the issue and he felt that it would be a good idea to talk to one another and figure out who is the best to deliver financial literacy. He felt the same way about the STEM program. Van Dyck would like to see the extension's funding spent more on food and agriculture and horticulture projects that are not being covered by anyone else. He does think these are important things, but does not think dollars should be spent if these needs are being covered elsewhere.

Lund stated that he does not have a problem fully funding the position, but he felt that we need to watch people who may purchase a number of plots and then start selling produce as this is supposed to be a thing for low income people to be able to be involved in gardening who may not have the land or supplies to do it on their own. Lund does not want to see someone profiting off this. Knudsen noted that there are people that do have multiple garden plots but they do monitor this very carefully. Gruszynski asked if the coordinator position would be able to help monitor these things. Knudsen stated that the coordinator could be out checking the gardens and taking note of what is going on. The coordinator would also be building relationships with the gardeners as well to keep tabs on things.

Sieber referenced Page 260 of the budget book which shows a position for a community garden coordinator at \$14 an hour and asked if that is the same position that is being talked about now. Knudsen said that that is the position they are talking about and they would like to raise the pay by \$1. She further noted that the garden assistant position works on the perennial garden which is a separate program. The master gardeners have come up with money for the garden assistant to help out the person who started the garden.

Motion made by Supervisor Dantinne, seconded by Supervisor Sieber to increase the UW-Extension budget by \$18,551.29 for the community garden coordinator and increase the general property taxes by \$18,551.29. Vote taken. Nay: Landwehr. MOTION CARRIED 4 to 1

Motion made by Supervisor Sieber, seconded by Supervisor Dantinne to forward the UW Extension budget on to the full County Board as amended. Vote taken. MOTION CARRIED UNANIMOUSLY.

a. Resolution Approving New or Deleted Positions during the 2016 Budget Process – U.W. Extension.
Motion made by Supervisor Sieber, seconded by Supervisor Dantinne to approve. Vote taken. MOTION CARRIED UNANIMOUSLY.

NON-BUDGET ITEMS

Communications

8. Communication from Supervisor Lund re: To look at parking on Velp Avenue, County Highway HS south of Riverside Drive in the Village of Suamico, WI.

Lund reported that the business owner who was supposed to attend this meeting with him was unable to make it and Lund asked that this matter be held until December.

Motion made by Supervisor Kaster, seconded by Supervisor Dantinne to hold until the November meeting. Vote taken. MOTION CARRIED UNANIMOUSLY.

Register of Deeds

9. Budget Status Financial Report for September, 2015. *See action at Item 11 below.*
10. Brown County Land Information Seminar. *See action at Item 11 below.*

Planning and Land Services

Land Information, Property Listing & Zoning (no items)

Planning Commission

11. Update regarding development of the Brown County Farm Property – standing item.

Lamine reported that the only thing he had to mention on this item is that there is \$50,000 in the budget for marketing.

Motion made by Supervisor Erickson, seconded by Supervisor Landwehr to hold Items 9, 10 and 11 until the November meeting. Vote taken. MOTION CARRIED UNANIMOUSLY.

Airport

12. Departmental Openings Summary.

Airport Director Tom Miller noted that the assistant director position has been filled, the maintenance mechanic position has been eliminated, the electrician has been hired and the housekeeper position is going to the Executive Committee meeting.

Motion made by Supervisor Dantinne, seconded by Supervisor Sieber to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY.

11

13. Director's Report.

Miller noted that there were several employees who worked more than 12 hours for a football charter and several others who worked more than 12 hours as a result of a failure of runway lights one evening. Additionally, Miller provided the budget financial report, a copy of which is attached. There is not much to report other than revenues continue to exceed budget expectations and traffic remains flat compared to a year ago.

Miller continued that they have leased one old FAA building to a transportation logistics company. The building had been vacant for at least eight years.

Sieber mentioned an e-mail that had been received regarding a name change at the airport. Erickson indicated that that would be addressed at next month's meeting.

Landwehr asked if there were any long range plans to move the yellow steel buildings located near the area of the rental car exits. Miller responded that they are looking at moving the buildings and noted that there is nothing wrong with the structures and they are looking at using the buildings for avionic incubators or aeronautical incubators for small businesses who may want to get into the aviation field but do not need a lot of space. They would like to see these building moved to the west side of the airport near the firehouse. The long-range plan would be to get the ramp build and then move those hangars over to that point and rehabilitate them. Landwehr said that the buildings give off a poor first impression due to their current condition. Miller noted that the buildings are currently being rented out and are generating some income, but he agreed with Landwehr that the buildings need to go.

Motion made by Supervisor Sieber, seconded by Supervisor Landwehr to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY.

U.W. Extension

14. Budget Status Financial Report for September, 2015.

UW Extension Director Judy Knudsen provided the Committee with the budget status financial report, a copy of which is attached.

Motion made by Supervisor Landwehr, seconded by Supervisor Sieber to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY.

15. Director's Report.

Knudsen stated that she is currently teaching a course for caregivers with ADRC and she is also doing a program for the PALS program through Human Services at the PALS family night. She continued that they have a STEM event coming up with the Museum that is filled. Additionally they are also doing some of the 4H curriculums in after school programming at 11 elementary schools and 1 middle school which is an expansion from last year. They are also finishing up with the community gardens and the Imperial Pride garden will be expanding in size. They have been building community in that area and are finding a number of kids coming to garden.

Knudsen also commented on a new invasive species in the area, the stink bug. Unfortunately there are no predators and if you kill them or vacuum them, they smell. These stink bugs are also in Pennsylvania and are becoming quite a problem. The Extension will continue to monitor this and she felt that there would be more coming out about these bugs in the future.

Knudsen continued by indicating that the number of horticulture questions they have answered this year has gone up significantly and she attributes this to several hard winters. They are also gearing up with a lot of agricultural programs right now and they have also finished a video tape on farmers related to some of the milking processes they use. They have translated this into Spanish and it will be released later this year. Knudsen also noted that the agricultural educator just did a program on youth making brats and focusing on what agricultural careers are out there. She also commented that they have two competitive robotics teams that are getting ready for competitions in November.

Knudsen referred to a comment made earlier about why the Extension is doing financial education work and she noted that they are partnering with the Library on this. Last year they did a one day conference for women on financial management and they also did a four part series on pre-retirement planning. In 2016 they plan on doing a book club on three popular books regarding financial management.

Motion made by Supervisor Dantine, seconded by Supervisor Landwehr to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY.

Public Works

16. Ordinance Amending Schedule A of the Brown County Code Entitled "Speed Limits".

Sieber understood Supervisors Katers and Kaster advocating for their constituents, but as a supervisor he felt that the county should be looked at as a whole. What he always looks at in speed limit adjustments is the number of driveways. When the number of driveways increase the speed limit has to go down for safety reasons. He noted in the report on this that there have been 14 accidents since 2010 and not all of them were associated with speed. He reiterated that he appreciates and respects Katers and Kaster advocating for their residents, but he does not see any justification to change the speed limits and he will not support this.

Motion made by Supervisor Kaster, seconded by Supervisor Dantine to approve. Vote taken. Nay: Sieber. MOTION CARRIED 4 to 1.

17. Resolution to Authorize the Uses of Bonded and Levied Funds for Library Renovations.

Library Director Brian Simons provided the Committee with a handout, a copy of which is attached. He noted that this resolution was requested at Ed and Rec to be brought forward to this body because bonded funds were acquired in 2012 and placed in the prevue of the Public Works Department, partly because there were bonded funds and not levy funds and, additionally, the bond was originally taken for plans for the renovation project for Central Library. However, that plan did not suit everyone's needs and therefore it was requested that the funds be used to do what could be done at the Central Library for physical renovations. Simons continued that the majority of the renovations that can be done without opening up a Pandora's Box have been done.

Paul Fontecchio also provided a handout, a copy of which is attached. Simons continued that the current remaining balance on the bond and levy fund is about \$1.5 million dollars. He noted that funds of about \$247,000 were recently added for the Southwest Branch project. The real current available balance is about \$1.3 million dollars. Simons noted on the HVAC projects, while they total \$1.2 million dollars, this is only for the system itself and does not include any of the construction costs that would be necessary to tear into what is required. The ceiling would have to be opened which will involve asbestos abatement and, further, the entire library does not have a sprinkler system and that would have to be put in. He also noted that this would also result in a need to replace all of the electrical elements.

Library Facilities Manager Curt Beyler noted several different fittings on the flat roof have cracked and started leaking and he noted that those fittings are covered in asbestos. There is a 6" pipe with a large crack in it and when it rains hard the water shoots up, hits the ceiling and comes down the air handlers. Luckily they were able to address some of this themselves, but he noted that there are hundreds of those elbows throughout the ceiling and he felt that they should all be taken care of when the ceiling comes down. Simons continued that they are 42 years old and are all in a state that they need to be repaired and it would make sense to do it when the ceiling is open, but this is way beyond what the \$1.2 million dollars can cover. This is why projects have not moved forward in a number of months. Beyler also noted that all of the dampers are old and do not function well and should be replaced. He noted that valves also need work.

Simons noted that rather than just letting the money sit and not do anything with it, there are some projects that have been identified by motion of the County Board in 2012 that the focus be on safety issues and high priority and planned maintenance issues. Some of these have not been done yet and Simons felt that the money could be used for these needs. One of the needs is the parking lot at Central Library that was identified as a high priority and safety issue. Another area is

the auditorium that people spoke of earlier, the carpet in particular. He noted that there are several reasons the carpet has not been taken care of, one being waiting for state pricing to come through and the other being that if funding is not going to be put towards seating as well, all the studs and framework for the old seating, the flooring would have to be knocked out a second time when seats are replaced. A decision was then made to wait on new flooring until they were capable of doing the flooring and new seating at the same time. What this resolution is proposing is to use the bonded funds of \$122,574, per pending approval from bond counsel to be sure that the funds can be used for this propose, for the parking lot at the Central Library. The proposal includes adding 10 spots, moving the electrical box, new lighting, bike racks and numerous other things, pending approval from bond counsel. Additionally, \$180,392 would be used for central auditorium renovations. The auditorium is well used and Simons thought it would be more well-used with renovations which generates income. And finally \$45,656 would be spent for central meeting room and foyer improvements and renovations of the cloak room area by eliminating the doors into the meeting rooms and replacing them with sliding dividers which would open up the area a little more and allow for much different use of the facilities and expand on the possibility of more rental revenue.

Simons continued that there is also \$300,983 shown on the handout for central elevator levied funds. He is looking to re-appropriate this out of the Library 425 fund back into a fund the Library has more oversight on because they want to be able to get the furniture for all of the branches. They are looking at furniture for the lower level of Kress for the meeting rooms and the foyer. He noted that the foyer is rarely used, but felt that appropriate furniture would help the space be utilized more. He is looking for furniture that could be easily moved for programs such as the summer reading program when there are a lot of activities going on. On days that there are not programs, the foyer would provide a nice quiet space for the public to use. Other spaces that they are looking to include in this would be both at Kress and Weyers-Hilliard as both of these have space where they could add more private study room areas with glass modular units that include white board panels with sliding doors which would be ideal for studying, business transactions and tutoring.

Kaster asked if the projects on hold will come out of the \$1.5 million dollars and Simons responded that they will not and those are the projects that he talked about that they really cannot do because they will cost far more than the \$1.5 million dollars. He stated that opening up the ceiling is really a Pandora's Box. There may be a piece they can do on the HVAC unit, but the problem is you would lose all of the efficiency you are putting in because all of the air ducts are not sealed so all of the new efficiency leaks out. Simons did not think there was anything to be gained by piece mealing this. He felt it either has to be done or it is time to gut the building. He continued that he is just shooting straight but does not see a way to do it and solve any problems. Money would be spent for new machines, but they will not do what they are supposed to do.

Kaster asked Fontecchio for his thoughts on this. He stated that although some of the listed items may be needs, there also seem to be a whole bunch of wants. Fontecchio responded that he tended to agree with that, but the bigger question in his mind is what is going to be done conceptually with the whole Central Library. He continued that in order to have an effective library, some of these things do need to be done. For example, the parking lot only has so many years of life in it. He continued that he personally looks at the air ducts as more critical than a parking lot or carpet or furniture. From what Fontecchio has heard, he thinks it will be pretty expensive once the ceiling is opened up. He continued that there are at least two units on the roof that will necessitate cutting holes in the exterior of the building to get pieces in or out. Kaster stated that he also feels that a determination needs to be made as to what to do with the building. Beyler stated that the projects that are identified would not require any re-work. Simons added that even if building were sold, the updates would add value to the building. Simons felt that these items would be money well spent and the repairs would be done to last and would have a long life expectancy. Additionally, when looking at the levied dollars for furniture replacements, these funds do not need to remain at Central Library. Also, the furniture at the other facilities is in dire need of replacement. The two spaces that may still be acceptable are Kress and Weyers-Hilliard, but the other spaces at East, Wrightstown, Pulaski and Ashwaubenon really need some renovations as some of it is more than 40 years old. If the Library is to be an effective system and we want people to come, we have to make it an appealing place to be. Simons noted that a lot of the furniture is piece meal together from various locations and there are five or six different types of furniture all melded together and looks like garage sale finds which is not conducive to somewhere you want to go and be. Simons felt that since the money is available new furniture would really improve all of the facilities. As he stressed at an earlier meeting, we are not just one Library. The Library is a system of nine facilities and this would show that all of the facilities have been taken seriously. The branches have been complaining about their furniture for a number of years. Simons felt that furniture would be money well spent and would solve a lot of problems as well as increasing the visibility of those locations. He felt that the return on investment would be shown in usage.

Simons continued that the parking lot at Central takes precedence but if bond counsel rejects this, the third box on the handout shows what they would do with regard to furniture replacements after they do the parking lot out of levied dollars. The parking lot is in dire need and is beyond a simple repair.

Erickson brought up an idea expressed by Supervisor Zima in the past that instead of having a central library consideration could be given to add some satellite libraries. Simons stated that they have looked into that and currently the Library Board does not feel that that is a favorable course of action. The Library Board feels that a central library is important in a county of our size. They are looking into a long range facility plan including all of the facilities and some facilities that may or may not already exist. Simons' hope is that additional libraries are not needed and that the current system provides good coverage. In the meantime, they still have to serve the people that are presently being served the best they can.

Sieber asked about the original bond amount which was \$1.5 million dollars, but he thought that elevator work was done from that. It was indicated that the general fund put money into this fund and Beyler noted that levy funds were also added in for the original elevator projects. It was noted that there were several transactions and it is confusing because the numbers come back to almost the original amount. Sieber noted that he just wanted to be sure the numbers were accurate.

With regard to the parking lot diagram, Sieber wanted to be sure that there was enough room for cars to back out and he was assured that there was. With regard to the HVAC costs, he asked what the plan was because it is not appropriate to have broken pipes, asbestos, water leaking and no sprinkler system. Fontecchio responded that the County Executive and Ed and Rec agreed to come forward in March or earlier with a plan. The plan will outline the needs and wants for consideration. Streckenbach added that at the same time there will be conversations of whether to stay in the facility or not. Sieber also asked Simons to outline how the study he referred to earlier would be paid for. Simons responded that there are several options. A meeting will be held soon with the architectural firm that Schreiber used to get an idea of what they need to be looking for. Simons noted that if an RFP is put out they need to know what questions need to be asked. There will be no cost for that meeting and from there they will get a general dollar figure of what the market rate is for the type of study they intend to do. Simons continued that there are some funds in library donations at the Greater Green Bay Community Foundation that could possibly be used or, if it is too expensive, he would have to approach the County and then go through the RFP process.

Sieber asked if there were any plans for the \$622,000 of bond funds that would be left over and Simons indicated that at this time there are not any plans for that. Sieber advised that Simons should ask bond counsel if those funds can be refunded back to the bond because he does not want to see interest paid on money that is not being used. Weininger indicated that he has asked bond counsel about that and is waiting to hear back.

In answering a question with regard to the third floor space at the Central Library, Simons said that they have been speaking with numerous institutions that may be interested in that space, but the downside is that all of them are at the very beginning stages and may not have the funding available to rent or renovate the space.

Dantinne asked if it was fair to say that the proposed projects would be assets that would add value to the building and Simons responded that that is a fair statement. The timeframe of the auditorium renovations was also discussed and Beyler indicated that they would start the project as soon as the funds would be available but they also still have to go through the RFP process. Erickson asked what the timeframe to hear back from bond counsel would be and Weininger stated that he did not think he would have an opinion from them prior to the November 4 County Board meeting.

Kaye noted that the elevators are not ADA complaint and asked if this is a concern when it comes to renting out spaces to groups. Simons responded that it is a concern. He noted that the elevators were put in a few years ago and to make them ADA compliant, the elevators would have to be completely redone. Beyler noted that they had a bid for ADA compliant cabs when the elevator project was done several years ago but it was decided to go with a less expensive version of keeping the same hydraulics and cabs which saved \$150,000.

With regard to rental of the third floor of the Library, Van Dyck stated that there is a large amount of property that would be available downtown for office space and the library does not seem to be prime real estate. He also noted that a case could be made that administration that is taking up valuable space on the second floor could move up to the third floor which would

open up space on the other floors for other uses. He felt there were a number of things that need to be taken into consideration. The renovations that were suggested, such as the parking lot, will be usable for everyone as will be the auditorium and meeting spaces no matter what the use of the building is.

Motion made by Supervisor Kaster to hold until they hear from bond counsel. *No second. No vote.*

Motion made by Supervisor Landwehr, seconded by Supervisor Sieber approve the resolution as written. Vote taken. Nay: Kaster. MOTION CARRIED 5 to 1.

18. Summary of Operations.

Paul Fontecchio noted that the Summary of Operations was contained in the agenda packet. He noted that the projects are on track for the dates on the report and also, they opened the roundabout at Cardinal Lane. With regard to the routine maintenance review, it has come to his attention that there is a lot of routine maintenance money that has not been utilized. After talking to the DOT Fontecchio found that some of this is because they are not maintaining a large swath of Highway 41 since they are ripping it all apart. In 2013 when there was a long winter, in the fall and spring almost all of the funds were used, but he noted that we were only budget by \$22,000 which shows that there is money out there that is not being utilized. Fontecchio continued that the State's financial year begins on July 1 and on July 1 there were several hundred thousand dollars of extra money that could have been utilized. Fontecchio noted that in the past the public works crews have been so busy on road construction for the county, which is okay, but Fontecchio felt this should be balanced a little more so that county crews are available to do some of the state work. It is mutually advantageous as DOT gets its maintenance done and it is good for the county because it is revenue.

Motion made by Supervisor Dantine, seconded by Supervisor Kaster to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY.

19. Director's Report.

Motion made by Supervisor Dantine, seconded by Supervisor Kaster to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY.

20. Port and Resource Recovery – Port & Resource Recovery Budget Status Financial Reports for September, 2015.

Motion made by Supervisor Sieber, seconded by Supervisor Landwehr to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY.

Closed Session

21. Open Session: Discussion and possible action regarding the purchase and negotiations for property involving a future consolidated Highway Department site.

22. Motion made by Supervisor Dantine, seconded by Supervisor Landwehr to enter into closed session at 10:13. Roll call: Kaster, Erickson, Dantine, Sieber, Landwehr. MOTION CARRIED UNANIMOUSLY

23. Closed Session: Notice is hereby given that the governmental body will adjourn into a closed session during the meeting for discussion and possible action as to negotiations and bargaining for the purchase of property for a future consolidated Highway Department site. Closed session is authorized pursuant to Wisconsin Statutes Section §19.85 (1)(e) deliberating or negotiating the purchase of public properties, the investing of public funds or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

Motion made by Supervisor Dantine, seconded by Supervisor Landwehr to return to regular order of business. Roll call: Kaster, Erickson, Dantine, Sieber, Landwehr. MOTION CARRIED UNANIMOUSLY

24. **Reconvene in Open Session:** Discussion and possible action regarding the purchase and negotiations for property involving a future consolidated Highway Department site.

Motion made by Supervisor Sieber, seconded by Supervisor Dantine to forward the Public Works budget on to the full County Board. Vote taken. **MOTION CARRIED UNANIMOUSLY**

It should be noted that Page 282 of the Budget Book should be corrected by changing Wrightstown to Ashwaubenon.

Other

25. **Audit of bills.** *No action taken.*

26. **Such other matters as authorized by law.**

Meeting dates for November and December were discussed and are to be determined.

27. **Adjourn.**

Motion made by Supervisor Dantine, Seconded by Supervisor Sieber to adjourn at 11:20 p.m. Vote Taken.
MOTION CARRIED UNANIMOUSLY.

Respectfully submitted,

Alicia A. Loehlein
Recording Secretary

Therese Giannunzio
Transcriptionist

Minutes
BROWN COUNTY PLANNING COMMISSION
BOARD OF DIRECTORS
Wednesday, September 2, 2015
Green Bay Metro Transportation Center
901 University Avenue, Commission Room
Green Bay, WI 54302
6:30 p.m.

ROLL CALL:

Paul Blindauer	<u>X</u>	Matthew Harris	<u>X</u>	Debbie Schumacher	<u>Exc</u>
James Botz	<u>Exc</u>	Frederick Heitl	<u>Exc</u>	Ray Tauscher	<u>X</u>
Brian Brock	<u>X</u>	Phil Hilgenberg	<u>X</u>	Lanny Tibaldo	<u>Exc</u>
William Clancy	<u>Exc</u>	Kathleen Janssen	<u>X</u>	Jason Ward	<u>X</u>
Norbert Dantine, Jr.	<u>X</u>	Dotty Juengst	<u>Exc</u>	Dave Wiese	<u>X</u>
Bernie Erickson	<u>X</u>	Patty Kiewiz	<u>X</u>	Reed Woodward	<u>Exc</u>
Steve Gander	<u>X</u>	Michael Malcheski	<u>X</u>	City of Green Bay (Vacant)	
Adam Gauthier	<u>Exc</u>	Eric Rakers (Alternate)	<u>X</u>	City of Green Bay (Vacant)	
Steve Grenier	<u>Exc</u>	Dan Robinson	<u>Exc</u>		
Mark Handeland	<u>X</u>	Terry Schaeuble	<u>X</u>		

OTHERS PRESENT: Chuck Lamine, Lisa J. Conard, Cole Runge, Peter Schleinz, Kathy Meyer and George Thompson.

1. Approval of the minutes of the August 5, 2015, regular meeting of the Brown County Planning Commission Board of Directors.

A motion was made by D. Wiese and seconded by R. Tauscher to approve the minutes of the August 5, 2015, regular meeting of the Brown County Planning Commission Board of Directors. Motion carried.

2. **Public Hearing:** Overview and Public hearing on the *Draft Green Bay Metropolitan Planning Organization (MPO) 2045 Long-Range Transportation Plan*.

L. Conard provided a brief overview of the work to-date on the Long-Range Plan via PowerPoint.

Staff has been working on over the past 18 months in conjunction with a technical advisory committee.

L. Conard stated that a Long-Range Transportation plan covers a minimum of a 20-year period and identifies current and future transportation needs based on population projections and travel demand. By law, the transportation plan must be updated every five years. The most recent plan was completed in 2010.

L. Conard indicated that the federal transportation law (MAP-21) states that MPOs must establish a performance and outcome based transportation program and that MPOs are required to use this performance based approach in developing transportation plans. For the long-range plan, the following seven areas must be addressed:

- 1) Pavement condition on the interstate system and on the remainder of the National Highway System (NHS).
- 2) Performance of the interstate system and the remainder of the NHS.
- 3) Bridge condition on the NHS.
- 4) Fatalities and serious injuries on all public roads.

- 5) Traffic congestion.
- 6) On-road mobile source emissions.
- 7) Freight movement on the interstate system.

Future Land Use and Majors

- 1) I-41 Expansion (to be completed in 2017).
- 2) South Bridge & Connecting Arterial Streets.
- 3) STH 29 Freeway Conversion.
- 4) Eastern Arterial.

L. Conard stated that MPOs are required to develop and carryout a congestion management process and this was completed in 2014-2015 by staff.

L. Conard stated that under federal law MPOs are required to evaluate transportation services, programs, and projects under Title VI of the Civil Rights Act of 1964. Basically, transportation investments cannot disproportionately have an adverse impact based on race, color, or national origin (minority populations).

L. Conard stated that Environmental Justice was introduced in the 1990's and focuses on household income. MPO staff looked at various income levels and mapped them in accordance with transportation investments.

L. Conard reviewed the recommendation highlights:

- Advance work on the four major construction projects: I-41, South Bridge and Connecting Arterials, STH 29 Freeway Conversion and the Eastern Arterial.
- Construct/reconstruct roads using techniques that will maximize safety.
- Improve traffic operations by implementing plan recommendations that will assist in alleviating congestion.
- Increase service frequency and convenience of public transportation services.
- Develop comprehensive sidewalk and bicycle systems.
- Continue to examine proposed transportation investments to determine if minority, low-income, or other targeted populations are not negatively affected by them.
- Expand services currently offered by the port, rail and airport.
- Continue to apply for transportation grants to help fund the development of the area's multi-modal transportation system.

L. Conard summarized the plan schedule:

- MPO staff collects data and prepares draft report in conjunction with the Long-Range Transportation Plan Technical Advisory Committee.
- 30-day Public Review and Comment Period – August 19th and September 18th.
- Open House – September 2nd.
- Public Hearing – September 2nd.
- Long-Range Transportation Plan Technical Advisory Committee – September 8th.
- BCPC Transportation Subcommittee - September 14th.
- Public Comments accepted through September 18th.
- BCPC Board of Directors approval consideration – October 7th.
- Staff submits final to WisDOT, FTA and FHWA.

L. Conard opened the public hearing and asked three times if anyone wished to speak. Hearing no comment, L. Conard closed the public hearing.

3. **Public Hearing:** Public hearing on the *Draft 2016-2020 Transportation Improvement Program (TIP) for the Green Bay Urbanized Area* and public hearing on the *Green Bay Metro 2016 Program of Projects*.

L. Conard stated that at last month's meeting MPO staff provided an overview of the Transportation Improvement Program (TIP) process.

L. Conard opened the public hearing and asked three times if anyone wished to speak. Hearing no comment, L. Conard closed the public hearing.

L. Conard stated that staff will present the final TIP next month with a recommendation from the Transportation Subcommittee.

4. Discussion and action regarding an amendment to the 2002 Brown County Sewage Plan, updated in 2011, to replace the entire plan with the 2040 Brown County Sewage Plan.

P. Schleinz presented a summary via PowerPoint of the formal review and approval for the Draft 2040 Brown County Sewage Plan.

P. Schleinz stated that the primary review topics are the Sewer Service Areas and Environmentally Sensitive Areas. The Sewage Plan primarily addresses items that are considered water quality issues within urbanized or urbanizing areas of Brown County and some adjacent communities.

P. Schleinz briefly reviewed what is in each chapter of the Final Draft Sewage Plan:

- 1) History of past plans from 1982-2011.
- 2) Planning Area and water related features are defined as all of Brown County and limited adjacent areas.
- 3) Updated acreage allocations are calculated for municipalities.
- 4) Sewer Service Areas and Environmentally Sensitive Areas are established.
- 5) Implementation Sewage Plan is defined.
- 6) Public Involvement Process is identified.
- 7) Amendment Process is clarified.
- 8) Plan Summary and Appendix.

P. Schleinz reviewed the revisions to the plan since the plan was pre-approved by the WDNR in the spring of 2015:

- 1) Correct the header in Chapters 1, 2, and 3 and Appendix to reference year 2040, not year 2015.
- 2) Map 3 on page 29 adjusted to include Town of Red River area.
- 3) Acreage on page 68 for Village of Pulaski adjusted by 2 acres due to an August 2015 minor sewer service area amendment.
- 4) For improved viewing clarity only, sewer service area maps in Chapter 3 were revised for Village of Wrightstown, Town of Green Bay, Town of Lawrence, Town of New Denmark, Town of Pittsfield, and Town of Scott.
- 5) To properly reflect Village of Wrightstown requested acres, adjust the acreage on page 76 from 10 to 82 acres for added SSA, from zero to five acres for ESA credit, and from 192 to 125 acres for remaining acres.
- 6) To properly reflect Town of Green Bay requested acres, adjust the total acreage on page 87-88 from 53 to 54 acres, from 54 to 57 for added SSA, from zero to three acres for ROW credit, and from -1 to zero acres for remaining acres.
- 7) Revise summary chart on page 131 to reflect acreage allocation adjustments.

P. Schleinz stated that action requested tonight by resolution is to approve this amendment to replace the entire 2002 Sewage Plan that was updated in 2011 with this new 2040 Brown County Sewage Plan subject to the conditions identified by staff.

N. Dantinne asked if there was an easy way to help property owners identify if there are ESA's on their land.

C. Lamine responded that the Brown County website has an interactive GIS map that allows the public the ability view approximate locations of ESA's on their land. The GIS map connects to the same data that was used to create the maps in the 2040 Brown County Sewage Plan. Some ESA's are computer animated based on air photos, infrared imagery, WDNR maps, and USGS maps, etc., because many properties in Brown County cannot be field verified until property is land divided or wetland delineations are petitioned.

A motion was made by B. Erickson and seconded by P. Blindauer to approve an amendment to the 2002 Brown County Sewage Plan, updated in 2011, to replace the entire plan with the 2040 Brown County Sewage Plan as presented with the seven identified changes.

5. Overview of the Federal Section 5310 – Enhanced Mobility of Seniors and Individuals with Disabilities Program.

C. Runge provided a brief overview of the program. C. Runge stated that the current federal transportation law is referred to as MAP-21 and was approved in 2012. The two former programs, the Section 5310 Capital Program and New Freedom Program, were combined into the new Section 5310 program at that time. Unlike the old Section 5310 program where funding was used just for capital projects, with the new program some of the funding is used for capital projects but we can also use a portion of the money for capital or operating projects that are designed to enhance existing public transportation services.

C. Runge indicated that up until approximately two years ago, WisDOT was in charge of administering the program statewide. As of last year, urbanized areas of 200,000 and above were given the responsibility of administering the program for their own areas. C. Runge stated that one of the benefits of this is we don't have to compete statewide for funding; we now have a funding entitlement. Funding entitlement for 2016 is \$163,000, 10% of which goes to administrative services provided by Green Bay Metro. In 2016 we'll have just over \$146,000 for projects.

C. Runge reviewed the project review and approval process:

- 1) Collect applications. Applications were due Friday, August 28th.
- 2) The applications will then be distributed to a subgroup of Brown County Transportation Coordinating Committee (TCC).
- 3) The Planning Commission staff then meets with the subgroup and reviews and ranks the applications. This meeting will occur Friday, September 4th.
- 4) The Planning Commission staff, on behalf of the subgroup, reports to the full TCC on September 15th and will take the recommendation from the subgroup. The full TCC can accept or modify the recommendations and forward its decisions to the Planning Commission Board of Directors for final adoption on October 7th.

C. Runge stated that the TCC is the main advisory body for this process because it is comprised of many different organizations and agencies that work with seniors and persons with disabilities on a daily basis.

C. Runge stated that for the October 7th meeting, staff will provide the board with a staff report with recommendations on behalf of the TCC and will ask for project approval as recommended.

D. Wiese asked if staff anticipates receiving any applications that exceed the amount of funds available for projects.

C. Runge stated that at this time, the funding requests are for less than what we have available for projects.

6. Director's Report.

C. Lamine provided a follow-up from previous meetings concerning attendance at subcommittees. C. Lamine stated that staff have reached out to all members on the subcommittees and had good discussions.

C. Lamine complimented P. Schleinz and L. Conard on taking the management lead on the major projects presented at tonight's meeting. C. Lamine acknowledged other staff members who work behind the scenes for their hard work on these projects as well.

7. Brown County Planning Commission staff updates on work activities during the month of August 2015.

A motion was made by B. Erickson and seconded by D. Wiese to receive and place on file the Brown County Planning Commission staff updates on work activities during the month of August 2015. Motion carried.

8. Other matters.

M. Handeland asked about the possibility of receiving the board agenda packet electronically rather than paper.

C. Lamine stated that staff will send out a survey to board members regarding their preference of receiving the information electronically by mail or both.

9. Adjourn.

A motion was made by B. Erickson and seconded by S. Gander to adjourn. Motion carried.

The meeting adjourned at 7:10 p.m.

**STAFF REPORT
TO THE
BROWN COUNTY PLANNING COMMISSION
October 7, 2015**

September, 2015 Staff Activity Reports

The recent major planning activities of Chuck Lamine, Planning Director:

- Coordinated and attended the September 2 Brown County Planning Commission Board of Directors meeting.
- Met with WisDOT staff to discuss progress regarding the Environmental Impact Statement (ESIS) and Interstate Access Justification Report (IAJR) for the Southern Bridge and Arterial.
- Attended the September 30 Green Bay/Brown County Professional Football Stadium District Meeting.
- Reviewed and edited the 2016 Planning and Land Services Budget.
- Met with Airport staff to prepare information associated with the WEDC Certified Sites program application for economic development on Airport property.
- Attended a WEDC announcement ceremony regarding WEDC designation of an Airport site as a WEDC Certified Sites program.
- Attended the Airport Development Committee meeting.
- Met with consultant and Principal Transportation Planner regarding traffic modeling work associated with the IAJR for the Southern Bridge and Arterial.
- Attended the Economic Development Committee Department Head meeting with County Executive.
- Attended the City of De Pere TIF Joint Review Board meeting as the Brown County representative.
- Attended the City of Green Bay TIF Joint Review Board meeting as the Brown County representative.
- Attended the Advance Municipal Issues Committee meeting September 3rd.
- Prepared for Wisconsin Department of Administration monitoring visit for the CDBG-Economic Development Grant program.
- Participated in a two day Wisconsin Department of Administration monitoring visit for the CDBG-Economic Development Grant program.
- Participated in a Wisconsin Department of Administration training webinar regarding CDBG Economic Development Revolving Loan Fund Program.
- Attended the Sept 30 Planning, Development & Transportation Committee meeting.
- Prepared a memorandum regarding budget shortfall for funding of the vacant GIS Technician position.
- Facilitated staff meetings with Planning Division staff.
- Facilitated PALS Manager Staff meetings.
- Participated in staff discussions regarding County highway trail proposal adjacent to CTH ZZ.
- Participated in an intergovernmental cooperation meeting with Village of Hobart staff regarding their comprehensive plan update.

The recent major planning activities of Cole Runge, Principal Transportation Planner:

- Developed and presented a proposal to the Aging and Disability Resource Center (ADRC) Board to conduct a rural specialized transportation needs study in 2016. Also answered questions from ADRC Board members.
- Reviewed and scored two applications for funds through the CY 2016 Section 5310 Program. Also organized a meeting of the Brown County Transportation Coordinating Committee (TCC) Section 5310 Program Review Subcommittee to discuss and score two applications for the Section 5310 funds, tabulated the subcommittee members' scores, prepared and presented a staff report to the Brown County TCC regarding the subcommittee's funding recommendation, and prepared a staff report to the BCPC Board of Directors regarding the TCC's funding recommendation.
- Chaired the September meeting of the Brown County TCC.
- Developed and submitted written testimony on behalf of the Brown County TCC for a public hearing that was conducted by the state's Joint Legislative Audit Committee regarding the state's audit of Non-Emergency Medical Transportation (NEMT) services.
- Staffed the final meeting of the Green Bay MPO 2045 Long-Range Transportation Plan's Technical Advisory Committee with the Senior Transportation Planner. Also presented information at the meeting and answered questions from the committee members.
- Staffed a meeting of the BCPC Transportation Subcommittee with the Senior Transportation Planner. Also presented the Draft 2016 Transportation Planning Work Program and other information at the meeting and answered questions from the subcommittee members.
- Participated in two teleconferences with representatives of WisDOT's Central Office and the Federal Highway Administration (FHWA) to discuss possible topics for the 2015 MPO State Conference. Also met with representatives of the WisDOT Northeast Region Office to discuss the conference agenda and finalize plans for a narrated tour of the I-41 reconstruction project.
- Continued to develop the agenda for the 2015 MPO State Conference. Also contacted potential conference speakers, developed and distributed the conference registration form and information, and handled other conference organization tasks.
- Participated in an EIS Lead Agencies meeting with representatives of WisDOT and the County Planning Director. Also discussed the status of the Interstate Access Justification Report (IAJR) traffic analysis peer review with representatives of WisDOT.
- Participated in discussions with the consulting firm that prepared the IAJR's draft traffic analysis (SRF) regarding the steps necessary to complete the traffic analysis and the IAJR's engineering analysis.
- Compiled information about the Transportation Alternatives Program (TAP) in preparation for the next project application cycle and to answer questions from potential applicants.
- Attended a public information meeting regarding the CTH ZZ reconstruction project that was hosted by the Brown County Public Works Department.
- Conducted three weekly MPO staff meetings.

The recent major planning activities of Aaron Schuette, Principal Planner:

- Completed final printing and close-out of the 2015 Town of Rockland Comprehensive Plan Update.
- Prepared the draft Future Land Use and Implementation Chapters for the Town of Glenmore Comprehensive Plan.
- Attended the Town of Glenmore Planning Commission meeting on the evening of September 8 to work on the Future Land Use Map.

- Met with the Village of Wrightstown Public Works Director and Police Chief on September 9 to discuss the comprehensive plan.
- Presented the draft Natural, Agricultural, and Cultural Resources chapter to the Village of Wrightstown Planning Commission on the evening of September 14.
- Presented the draft Land Use – Background Chapter to the Town of Morrison Planning Commission on the evening of September 17.
- Attended a public involvement meeting regarding CTH ZZ at the Village of Wrightstown on the evening of September 22.
- Participated in an intergovernmental meeting with the Village of Hobart on September 30.
- Prepared a draft Utilities and Community Facilities Chapter for the Village of Wrightstown Comprehensive Plan.
- Attended a pre-grant application workshop with the Wisconsin Coastal Management Program at the Neville Public Museum.
- Began work on a Wisconsin Coastal Management Program grant application for a harbor/ launch inventory and analysis.
- Updated the Town of Morrison zoning map for their Farmland Preservation Program submittal.
- Updated the Town of Rockland zoning map.
- Coordinated and prepared the meeting agenda, location, and packet for the October meeting of the Northeastern Wisconsin Region CDBG-Housing Committee meeting.
- Coordinated and packaged the Northeastern Wisconsin Region CDBG-Housing program grant application addendum and provided it to WDOA.
- Prepared 14 environmental review records for potential CDBG-Housing rehabilitation or purchase projects.
- Performed two income verifications for potential CDBG-Housing rehabilitation projects.
- Updated individual obligation journals for completed CDBG-Housing projects.
- Updated the CDBG- Housing Tracking and Transaction Journals.
- Assisted the Town of Green Bay planning consultant with the steps to adopt the Town's comprehensive plan update.
- Assisted the Village of Allouez Planning and Zoning Administrator with the steps to adopt the Village's Comprehensive Plan amendment and addressing.
- Assisted 121 members of the public or local communities with inquiries related to the CDBG-Housing program, local planning, zoning, or land division issues.

The recent major planning activities of Peter Schlein, Senior Planner:

- Began review of 5 new certified survey maps (CSMs). Completed review of 6 CSMs. Signed and filed 7 CSMs.
- Began the review of one final plat. Completed review of one final plat.
- Completed environmentally sensitive area review of four CSMs for the City of Green Bay.
- Completed review and approval of one SSA Amendment.
 - A major SSA Amendment in Brown County to replace the entire *2002 Brown County Sewage Plan*, updated in 2011, with the new *2040 Brown County Sewage Plan*. The plan amendment included the addition of 1,630 acres to the Sewer Service Area. The areas were selected by the individual municipalities and sanitary districts that the new Sewer Service Area lies in. The amendment was approved by the BCPC Board of Directors on September 2, 2015. The amendment was approved by the WDNR on September 21, 2015. The new

2040 Brown County Sewage Plan went into effect on the date of WDNR approval.

- Review of environmentally sensitive area (ESA) and sewer service area (SSA) related issues and inquiries to develop solutions for smaller projects.
- Provided additional planning services and ESA related duties, including advice to inquiries related to potential major and minor ESA amendments, identification of ESA violations, and assisting the public regarding allowed and restricted uses within an ESA buffer.
- Continued to utilize an online format for submitting and filing SSA and ESA amendments with the Bureau of Water Quality to expedite the review and approval process, saving time and money for staff and property owners. Brown County was a pilot county that tested this website in years past. Using the program is now required in order to be eligible for a water quality grant that Brown County applies for annually.
- Continued contact with staff from Brown County Public Works Department regarding the needs for data collection and updates related to the new MS4 Permit for Brown County.
- Discussed with staff the alternatives for mapping and monitoring outfalls related to the Brown County MS4 permit. Brown County has been proposing a more efficient method for about 7 years, and the WDNR agreed to the new monitoring method in April 2015. New interactive maps that meet the permit criteria are being proposed for the DPW Department staff to use when monitoring outfalls.
- Completed the Park Plan and the Intergovernmental Cooperation chapter of the Lawrence Comprehensive Plan.
- Completed the approval of the final draft of the Suamico Comprehensive Plan Update. Suamico staff requested that small edits be made to the final plan, per the request of the Town Board. The final edits are proposed to be completed in October 2015 so the project can conclude.
- Provided assistance and information to the general public, surveyors, and local units of government regarding various land divisions, potential developments, and general questions pertaining to the subdivision ordinance and general planning concepts via phone conversations and meetings.

The recent major planning activities of Lisa Conard, Senior Transportation Planner:

- Continued work on the *Draft Green Bay Metropolitan Planning Organization (MPO) – 2045 Long-Range Transportation Plan (LRTP)*.
 - Created and provided an overview of the plan via PowerPoint to the Brown County Planning Commission Board of Directors.
 - Held Open House for the plan.
 - Held required Public Hearing.
 - Presented the completed draft to the LRTP Technical Advisory Committee (TAC) via PowerPoint.
 - Presented the completed draft to the Transportation Subcommittee via PowerPoint.
 - Summarized comments received regarding the plan for consideration by the Transportation Subcommittee.
 - FHWA and WisDOT issued a revision to its inflation rate calculation from 2.5% to 2.3%. Adjusted the Financial Capacity analysis to reflect the change.
 - Concluded the public review and comment period.
 - Wrote staff report to be presented to the BCPC Board of Directors.
- Continued work for the *Draft 2016-2020 Transportation Improvement Program (TIP) for the Green Bay Urbanized Area*.

- Held required public hearing on the Draft TIP and the 2016 Green Bay Metro Program of Projects.
 - Finalized STP-Urban funding estimate and developed funding scenarios for Federal STP-U eligible project applications. The BCPC Board of Directors will be asked to assign approximately 3.2 million dollars in funding to eligible projects in the fall of 2015.
 - Held required Environmental Consultation meeting for the TIP.
 - Presented the draft to the Transportation Subcommittee via PowerPoint.
 - Collaborated with WisDOT staff regarding programming and funding for the upcoming STP-U cycle.
 - Wrote staff report to be presented to the BCPC Board of Directors.
- Finalized data collection and prepared the *Green Bay Metro—Quarterly Route Review and Analysis Report, August, 2015*.
- Continued to answer questions from potential applicants of the Federal Section 5310 Enhanced Mobility for Seniors and Individuals with Disabilities program. The BCPC Board of Directors will be asked to award up to \$163,000 in funding to candidate projects in the fall of 2015.
- Reviewed and scored two applications submitted for funding consideration as part of the Section 5310 Application Review Subcommittee.
- Consulted and/or provided information to Metro staff regarding various service, compliance, and/or other issues.
- Updated public participation and other MPO mailing lists.
- Attended the Green Bay Transit Commission on September 23.
- Presented various items at the Brown County Planning Commission Board of Directors meeting the evening of September 2.
- Participated in the Green Bay Metropolitan Planning Organization (MPO) – 2045 Long-Range Transportation Plan (LRTP) Technical Advisory Committee (TAC) meeting on September 8. Recorded and wrote minutes.
- Participated in the Transportation Subcommittee meeting on September 14. Recorded and wrote minutes.
- Participated in the Brown County Transportation Coordinating Committee (TCC) meeting on September 15.
- Participated in the Green Bay Metropolitan Planning Organization (MPO) – 2045 Long-Range Transportation Plan (LRTP) Technical Advisory Committee (TAC) meeting on September 8. Recorded and wrote minutes.
- Participated in MPO staff and BCPC staff meetings as necessary.

The recent major planning activities of Jeff DuMez, GIS/Land Records Coordinator:

- Produced a series of maps and statistics for various departments that show where services provided by these departments were located (which communities) for administration.
- Assisted Public Safety & Communications with GIS updates on their computers.
- Assisted the Village of Allouez with annexation information.
- Assisted the Senior Planner with updating Sewer Service Area maps & information.
- Continued to coordinate with the “GeoPrime consortium” group (DePere, Ashwaubenon, Green Bay and GeoDecisions) plans to move forward with upgrade. Coordinated with Corporation Counsel to complete the Memorandum of Understanding between the organizations and update the contract.
- Spoke to students at Pulaski High School about GIS technology.

- Continuing to work on “Meals on Wheels” GIS routing app with ADRC staff. Met to discuss issues and plan.
- Met with TS and PALS staff to plan for the POWTS online records program.
- Continued to assist PALS staff with technical issues pertaining to parcel mapping, survey indexing, ArcGIS and other activities.
- Continued maintaining the GIS system servers.
- Continued the process of updating the Land Information Strategic Plan: Met with staff to discuss needs and began writing the document.
- Provided custom mailing list of property owners within the Luxemburg-Casco school district for the school district.
- Produced a custom mailing list for Trees for Tomorrow.
- Attended a meeting with PALS staff and Village of Hobart staff to review comprehensive planning.
- Coordinated the printing of more plat books.
- Updated the online base map with building outlines for the Towns of Scott and Ledgeview as well as the Village of Bellevue.
- Assisted the Town of Scott with an updated zoning map.
- Revised the hunting mapping app for the Parks Department.
- Updated all GIS data (roads & addresses) near the new Wrightstown bridge.
- Created an online mapping app for the Treasurer’s Department and general public to enable people to see which banks will accept tax bill payments.
- Met with staff from UW Sea Grant and Brown County staff to discuss the impacts of lake level changes.
- Provided GIS data and other services for Hebert Associates, Golder Associates, MSA Professional Services Inc, Foth, Mead & Hunt, Ramtech, KKom Inc, Donohue & Associates, Cedar Corporation, NWTC, UW-Green Bay, Strategic Business Solutions Inc, SpecPrint Inc, Turnkey Network Solutions Inc, State of Wisconsin, Department of Homeland Security, Town of Lawrence, Town of Green Bay, Town of Eaton, Town of Pittsfield, Town of Scott, Town of Morrison, Town of Humboldt, City of DePere, City of Green Bay, Village of Bellevue, and others.
- Assisted other people with miscellaneous service, data, and training requests.
- Attended staff meetings as needed.

The recent major planning activities of Dan Teaters, Planner I (GIS/Transportation):
Daily Work

- CTH ZZ Rendering
 - Began creating a 3D rendering of the CTH ZZ corridor.
- Brown County Bicycle and Pedestrian Plan 2015
 - Began reviewing bicycle planning literature for new standards and techniques for bicycle and pedestrian engineering, education, encouragement, enforcement, and evaluation.
 - Began writing the introduction.
- Airport Planning Support
 - Completed the WEDC Certified Site process.
 - Attended the Certified Site award press release event at Austin Straubel International Airport.
- Green Bay Metro
 - Completed the East Side Route Study.

- Presented East Side Route Study to the TCC 8/12/15.
- Long Range Transportation Plan
 - Completed final maps for the 2045 Long Range Transportation Plan.
- Bicycle Parking
 - Continued collecting data in the field.
 - Identified large employers that may have bicycle parking available at each facility.
- Online POWTS data collection for Zoning
 - Created a test dataset to allow the zoning department staff to collect septic system data in the field.
 - Created an ArcGIS online map to enable data collection on any cellular enabled device.
- Assigned addresses as requested.

Staff meetings

- Participated in the regular staff meetings held on the first and fourth Thursday morning.
- MPO Staff Meetings Monday mornings.
- Attended the Brown County Wellness Committee mtg. 9/30/15.

The recent major planning activities of Todd Mead, Planner I - Housing:

- Prepared and ordered two (2) interim site inspections for the NE Wisc Community Development Block Grant (CDBG) Housing Loan Program.
- Prepared and ordered nine (9) housing quality standards (HQS) inspections for CDBG clients.
- Prepared and ordered four (4) final site inspections for CDBG clients.
- Prepared and ordered one (1) lead-based paint assessment test for a CDBG client.
- Met with six (6) CDBG clients and their contractors to prepare them for their future rehabilitation project.
- Opened one (1) new RLF application.
- Opened ten (10) new CDBG applications.
- Denied and closed out two (2) CDBG applications.
- Prepared and closed six (6) CDBG Housing Loans.
- Submitted and corresponded with ten (10) bid documents to CDBG applicants for future rehab projects.
- Submitted and corresponded with two (2) bid documents to RLF applicants for future rehab projects.
- Attended staff meetings as needed.
- Attended a monthly Brown County Lead Coalition meeting.
- Met with and followed up on one Marinette CDGB applicant to check on a future project to make sure we can pursue the project based on historical preservation.
- Continued to work on new and existing applicant files from Northeastern Wisconsin CDBG counties.
- Continued to work on new and existing applicant files from Brown County RLF Program.
- Continued general outreach and marketing efforts for our RLF and CDBG-Housing Loan Programs.

The recent major planning activities of Ker Vang, Planner I (GIS/Transportation):
Daily Work

GIS

- Updated sidewalks inventory in the Village of Wrightstown and City of De Pere.

Green Bay Metro

- Updated metro transit Route 7 map as requested.
- Updated the overall transit service route map as requested.

Long-Range Transportation Plan

- Updated maps for the Draft Green Bay MPO 2045 Long-Range Transportation Plan.
- Created maps for the Draft Green Bay MPO 2045 Long-Range Transportation Plan Open House.

CMP Performance Measures

- Reviewed summary table and research for data on rail crossing delays and system continuity.
- Continue to inventory and update bike racks on ArcGIS online.

Meetings

- Participated in MPO staff meetings and regular PALS staff meetings.

PORT & RESOURCE RECOVERY DEPARTMENT

Brown County

2561 SOUTH BROADWAY
GREEN BAY, WI 54304

PHONE: (920) 492-4950 FAX: (920) 492-4957

DEAN R. HAEN
DIRECTOR

PROCEEDINGS OF THE BROWN COUNTY SOLID WASTE BOARD

A regular meeting was held on **Monday July 20th, 2015**
Brown County Resource Recovery Facility, 2561 S Broadway, Green Bay, WI

1) Call to Order:

The meeting was called to order by Solid Waste Board Chair John Katers at 2:30 pm.

2) Roll Call:

Present: John Katers, Chair
Mark Vanden Busch, Vice-Chair
Lisa Bauer-Lotto
Dave Landwehr
Bud Harris
Norb Dantine
Mike Van Lanen
Bill Seleen

Also Present: Dean Haen, Brown County
Chad Doverspike, Brown County
Mark Walter, Brown County
Chris Blan, Brown County

3) Approval/Modification – Meeting Agenda

A motion to approve the meeting agenda was made by Norb Dantine and seconded by Mark Vanden Busch. Unanimously approved.

4) Approval/Modification – Meeting Minutes of May 18th, 2015

A motion to approve the meeting minutes of May 18th, 2015 was made by Norb Dantine and seconded by Mark Vanden Busch. Unanimously approved.

5) Announcements/Communication

Mr. Haen mentioned that Ken Pabich has resigned from the Solid Waste Board; he has accepted a position in Sturgeon Bay. This will mean that his position as an urban non-Green Bay member of the Solid Waste Board will need to be filled on the Solid Waste Board.

Mr. Haen also added that Bill Seleen was appointed to the Solid Waste Board in May.

1b

Bill Seleen introduced himself to the Board. He stated that he runs the Habitat for Humanity Restore. He explained that he used to work for the NEW Curative and has a lifelong interest in this topic.

6) 2016 Budget – Request for Approval

The Department's budget is made up by the staff and presented to the Solid Waste Board. The budget is first approved by the Solid Waste Board. On August 6th staff will be meeting with the Finance Department. On August 13th Mr. Haen will meet with the County Executive. In October PD&T will review the budget for approval and in November the budget will be brought before the County Board for approval. Along the way changes may be made at any step of the process. Mr. Haen explained that he will bring forward any 2016 Budget updates/changes to the Solid Waste Board at each meeting to make them aware of any changes that are made.

On the Resource Recovery side there are six cost centers; Transfer Station, Gas-to-Energy, Household Hazardous Waste, Recycling, Closure and General.

Mr. Doverspike was primarily responsible for putting together the transfer station cost center of the budget. There are very few changes on the revenue side. The Department did a better job of capturing all of the tons brought to the transfer station. There was a 9% increase in revenue from fees due to a better recognition of all of the waste streams, more tons result in more revenue. Under land rents, the money from farm land that is rented out goes into the general fund for other County uses. Miscellaneous charges, when the BOW landfill is audited there is sometimes disbursement of extra revenue.

On the expense side not much is changing. Under repairs and maintenance for grounds, \$30,000 is budgeted for 2016 a decrease from 2015 due to the shingle pad and reconstruction of the off-loading area. The Department is projected to spend \$62,000 on grounds in 2015. Another item under Intra-County Highway is building the shingle pad, which will affect the 2015 budget. Under contracted services; if the Department is expecting more tons there will have to be more hauling which will result in additional cost of hauling. Under Outagamie Landfill a \$0.50 tipping fee was included. Outagamie Co. is not indicating an increase in their tipping fee; however, in the near future Mr. Haen expects them to increase it, as BOW is looking at the rate structure in the three counties and changes are necessary. The Department wants to be prepared for that and instead of having a large increase when Outagamie increases theirs, a small \$0.50/ton increase is being recognized in as part of the budget. Mr. Katers asked about the rate stabilization account that would give the Department the capability of going up to a \$1,000,000 as a reserve fund to help offset future increases. Mr. Haen explained that the rate stabilization fund currently has \$507,000 in it. At the end of the year when there is excess revenue this is normally the landing spot for it. The rate stabilization fund can be used at the discretion of the Solid Waste Board, but is intended to be used when the South Landfill starts.

When the Gas-to-Energy system was built, money was borrowed from Phased Construction and the plan has been to pay it back in full. Mr. Haen explained that up until this year, 2015, there has been enough money made from Gas-to-Energy to pay back Phased Construction. This year the 12 month estimate for revenue is \$330,000 and expenses of \$864,000. The Department will be able to re-pay Phased Construction only what they are able to and run the Gas-to-Energy into 2016 until revenue cannot cover expenses. The Department may no longer be able to make payments to itself. Mr. Kater's asked to confirm that \$144,000 was included for repairs and maintenance. Mr. Haen confirmed that yes; there is \$144,000 for routine repairs and

maintenance of the engines. Depending on if the engines are kept running will determine if the repairs are made. Supervisor Dantine asked about selling the equipment once it is turned off. When the time comes to turn on the engines, the Board will decide the future of the engines.

The Household Hazardous Waste cost center has some changes in revenue. A new agreement with NEW Water will result in an increase in revenue based on the agreed upon terms. Last year, agreements for the Out-of-County Collection was renegotiated also resulting in increased revenue. There are many small dollar amounts that have changed in HHW. The purpose of HHW is to remove hazardous material and universal waste from the waste stream so they do not end up in the landfill or down the drain. In 2016, the Department will begin charging for universal wastes to cover disposal rates. Revenue will increase from \$386,000 to \$412,000.

Under past budgets, HHW was paid for by the landfill's revenue and more recently, HHW has been paid for by recycling revenue. With recycling markets being down this is not possible. The goal is to be able to have HHW stand on its own. With the increase in revenue, the Department hopes this will help.

Mr. Katers pointed out that pounds have been decreasing since 2011. He asked if this has resulted in a change to staffing. Mr. Haen stated that this has been a topic among staff for quite some time now. He did mention though that since the new DNR standards have been set materials have to be safely in containers within a 24 hour period. This takes time and people. HHW staff is also sent to the transfer station and landfills, as well HHW staff operate the front-end loader and maintain the recycling transfer station. He added that staffing is regularly evaluated and compared to changes in pounds. Mr. Haen added that when HHW was at its highest in pounds was because we were the only places to bring electronics. Since then many other electronic recyclers have opened. Charging for latex paint has also resulted in less pounds. VSQGs and Out-of-County collections offset costs to Brown County residents. In order to make processing time at the cash register go faster, rates for universal waste will change to \$0.25 per pound. Items that are hazardous will remain at \$0 for residents.

The Department expected Recycling revenue to be \$1.5 million in charges and fees. To date only \$41,000 has been received and only \$400,000 is expected to be received by the end of the year from the sale of recyclables. This is over a million dollar decrease in what was estimated and this is directly attributed to the sale of commodities. The Tri-County MRF had been selling commodities at \$100 a ton and it is down to \$78 a ton. In 2016 revenue is budgeted for \$1,000,000. It is anticipated that the markets may get slightly worse. Because of such low market rates charges will be implemented to the communities. In the past couple of years communities have been paid for the recycling that they brought because the markets were strong. Prior to 2009 the Department had been charging. Mr. Haen explained that even with the charges it is still less expensive to send this material for recycling than it is to send it to the landfill. In addition, recycling is state law and still the right thing to do with the resource. The charge this coming year is budgeted at \$15 - \$20 per ton. Mr. Van Lanen asked if the Department projected how much tonnage each municipality has each year to help them do their budget for the next year. Mr. Walter stated that he prepares a report every year for each municipality that notes how many tons of recyclables they bring to the recycling transfer station and that the tonnage doesn't change much from year to year.

Under expenses in the recycling cost center there is a \$10,000 increase in repairs and maintenance. This more closely reflects the average amount of repairs of the front end loader. Other significant changes include the use of Wolf Fueling which has driven fuel costs down. The

Department no longer has to spend time and labor having someone fuel up. Contracted Services MRF cost decrease from \$300,000 to \$217,000 because of the building expansion and compactor that will be installed meaning that there will be lower hauling costs.

Mr. Haen explained that closure cost center is for taking care of the east and west landfills. The only revenue that this cost center has is interest on money put away. There are no significant changes in expenses.

This general office cost center captures all other activities within the department. A sewer line was run up to the landfill in Ledgeview and annually results in about \$30,000 in revenue. Intra-fund Transfer In is money from the Port for overhead cost for the building and utilities. Under the general office expenses is where all employee salaries are listed along with fringe benefits, general office expenses, repairs and maintenance, travel and training, utilities, and etc. In addition, Mr. Haen added \$100,000 contingency cost should damages be owed to Fox River Fiber even though our legal counsel has denied the claim.

This year the Department will use up some of the cash reserves that have been put away.

Mr. Haen explained several rates and fees that will change throughout the Department.

A motion to approve the 2016 Budget was made by John Katers and seconded by Lisa Bauer-Lotto. Unanimously approved.

7) Second Quarter Budget Status Report – Request for Approval

Mr. Haen explained that any of the year-to-date percentages should be around 40-60% since this report is 6 months into the year. Finance is requiring the Department to record interest as fair market value. This does not give an accurate representation of what money is there. Norb Dantinne noted that this item does not require approval by PD&T and made a motion to receive the report and place on file.

A motion to receive the Second Quarter Budget Status Report and place on file was made by Norb Dantinne and seconded by John Katers. Unanimously approved.

8) Recycling Commodity Markets – Update

Mr. Walter explained that this was sent to municipalities about how prices are set and what the BOW composite pricing has been for the past five years. He stated that in the composite market there has been no specific trend recently. Mrs. Bauer-Lotto asked what material makes up the majority of the weight. Mr. Walter stated that newspaper is the highest and OCC is the third. He added that glass is the second heaviest material that is brought through recycling and that is a material that is not clean enough to be sold. The last time it was moved the MRF had to pay \$10 a ton to get rid of it. It is less expensive to use it at the landfill in whatever way possible.

9) HHW Collection Program Analysis – Update

Mr. Blan explained that one of the goals with the budget is to lower HHW costs. He suggested that a comparison should be made between the Resource Recovery's HHW program and other HHW programs within the state to compare what efficiencies can be made, contracted costs and if there are more favorable rates. Mr. Blan stated that he petitioned AROW to see if they would reinstate the Hazardous and Special Waste Committee. Mr. Blan was made the Chair of this committee. The comparison of the HHW programs within the state resulted in Brown County's

HHW program outperforming the others. Mrs. Bauer-Lotto stated that she might be able to get 5-gallon open top buckets for free. MR. Blan noted that they would have to be UN approved for HHW to use them.

10) Fox River Fiber – Update

Kewaunee County uses dirt for their Alternative Daily Cover (ADC) at their landfill. It was proposed that the paper mill sludge from Fox River Fiber could be used for Kewaunee County's ADC. An amendment to the sludge disposal agreement and a memorandum of agreement have been drafted and are being negotiated with both Fox River Fiber and Kewaunee County for 5,000 tons of material a year at the same rate and conditions as Brown County.

11) Compactor and Building Expansion – Update

Mr. Doverspike explained that the compactor and building expansion is about 2-3 weeks behind schedule. However, everything is going well. The roof hatch has been installed, the concrete pit has been filled where the conveyor used to be, a small door will be installed soon for residents to drop off recycling eliminating staff time spent emptying the orange bins. There has been a lot of progress in the past 2 weeks. The compactor will be installed by mid-August and by the end of August everything will be ready.

12) Director's Report – Update

Mr. Haen informed the board that the shingle pad has been installed and the DNR has given plan modification approval. He also informed the board that he took the Resource Recovery Park Master Plan to the Town of Holland's board meeting. He stated that the Town Board was interested in the Resource Recovery Park aspect and how it could create jobs. They also wanted to know if they could get paid on anything that goes through the Resource Recovery Park as well as what goes through the landfill. The Town Board mentioned that they might want to open the agreement back up to make some changes, Mr. Haen stated that the County might want to do the same. The only way changes will happen if it is good for both parties.

13) Such other Matters as Authorized by Law

There were no other matters as authorized by law.

14) Adjourn

A motion to adjourn was made by Norb Dantine and seconded by Dave Landwehr.
Unanimously approved. Meeting adjourned at 4:02 p.m.

PORT & RESOURCE RECOVERY DEPARTMENT

Brown County

2561 SOUTH BROADWAY
GREEN BAY, WI 54304

PHONE: (920) 492-4950 FAX: (920) 492-4957

DEAN R. HAEN

DIRECTOR

PROCEEDINGS OF THE BROWN COUNTY SOLID WASTE BOARD

A regular meeting was held on **Monday September 21st, 2015**
Brown County Resource Recovery Facility, 2561 S Broadway, Green Bay, WI

1) Call to Order:

The meeting was called to order by Solid Waste Board Chair John Katers at 2:35 pm.

2) Roll Call:

Present: John Katers, Chair
Mark Vanden Busch, Vice-Chair
Ryan Holzem
Norb Dantine

Excused: Bud Harris
Lisa Bauer-Lotto
Mike Van Lanen

Not Excused: Dave Landwehr
Bill Seleen

Also Present: Dean Haen, Brown County
Chad Doverspike, Brown County
Mark Walter, Brown County
Al Luberda, City of DePere

3) Approval/Modification – Meeting Agenda

No approvals could be made due to a quorum not being met.

4) Approval/Modification – Meeting Minutes of July 20th, 2015

No approvals could be made due to a quorum not being met.

5) Announcements/Communication

Mr. Ryan Holzem has been appointed as a new Solid Waste Board member. Ryan is a faculty member at UW – Green Bay in the Environmental Engineering Technology Program. Ryan explained his widespread background including getting a PhD from Duke University in Environmental Engineering and has worked extensively in bio solids.

6) Compactor and Building Expansion – Update

Mr. Doverspike explained that the compactor will begin work on September 29, 2015. The new compactor will save about \$100,000 each year. The machine will pay for itself in about 5 years. This will allow for a much cleaner transition when traveling to Outagamie County because of the enclosed trailer. The compactor will also be a benefit because it will decrease per ton cost, it will cause less wind-blown trash around the MRF and it will also increase customer service by decreasing drop off wait times by allowing both doors to be used for customer drop off at peak times.

In addition to the installation of the compactor other changes include installation of a residential recycling drop off door for excess recycling that will allow residents to drop off recycling right in the building without entering it. This will save employees time by not having to empty the recycling bins multiple times per day. A roof hatch was also installed in the building; it will now be much safer when people need to go up on the roof.

Mr. Doverspike explained that the project will be about 5% over what was originally approved in the budget. There was about \$15,000 worth of work done to remove and replace the soil because of the sugar beet factory that was at this location before the MRF.

7) Fox River Fiber (FRF) – Update

- a. Progress with FRF Amendment #3 and Kewaunee County Memorandum of Understanding
- b. Letter from Outagamie County Executive
- c. Response from Brown County to Outagamie County Regarding the September 2014 Draft Analysis of Alternative Daily Cover Options for Outagamie County landfill Serving Brown-Outagamie-Winnebago Counties

Mr. Haen began by providing a status update for FRF Amendment #3 with Kewaunee County memorandum of understanding (Item 7a). The amendment is to reduce the FRF sludge tonnage from 70,000 tons to 50,000 tons to be in compliance with the DNR's 12.5% alternative daily cover (ADC) to municipal solid waste. The process of this amendment started in January. After a conversation between the County Executive, Troy Streckenbach, and Kewaunee County's Administrator it was determined that Kewaunee County could use a portion of the paper mill sludge as ADC for their landfill helping FRF find additional disposal options. The Kewaunee County option was a catalyst for FRF to work towards an amendment and possibly no longer consider the FRF notice of claim for which Brown County has disallowed. On Wednesday September 23rd a meeting with Brown and Kewaunee County's Corporation Counsels along with FRF's Counsel will take place to take care of all the details of the amendment.

Mr. Holzem asked if Kewaunee County's landfill follows the timeline for the Brown County and Fox River Fiber contract. Mr. Haen explained that MOU with Brown County, Kewaunee County and FRF is for the remaining life of Kewaunee County's landfill which is three years.

Mr. Vanden Busch asked if there are any terms that Fox River Fiber might agree to for Brown County to have termination options. Mr. Haen explained that he does not believe FRF is interested under the existing agreement to allow County termination clauses to be added.

Mr. Haen informed the Board of the letter received from Outagamie County (Item 7b). Outagamie County's Solid Waste Department has had a new director for the last year and a half. He has experience working with landfills in California and believes that the Alternative Daily

Cover (ADC) that Fox River Fiber (FRF) supplies BOW is financially detrimental and may have negative environmental effects. The BOW contract implies the host County gets to determine how to operate the landfill. Their director is moving towards using a spray-on ADC at the Outagamie Landfill. Operationally, Outagamie is subjectively choosing to not use the FRF paper mill sludge as ADC and have been piling it up, which from Brown County's perspective is not operationally sound and not incorporating the sludge in with MSW is creating a monolithic fill area that may create leachate or gas problems. Since Outagamie County is not using the sludge as ADC, Outagamie is threatening to charge Brown County full fee to accept that material as general waste. Right now the paper mill sludge is being accepted at \$2.50/ton based on the contract terms. This may be a million and a half dollar annual increase in operating costs. Outagamie County is proposing to charge one of its partners. The content of the Outagamie County letter is referencing a draft report (item 7c), in which the draft appears to justify the spray-on ADC. The report was never finalized by BOW Directors because an agreement could not be made on the findings. Included in the agenda packet is Brown County's formal respond the draft report. For many reasons as stated in the letter, Brown County believes the draft report is flawed and inaccurate.

Years ago the three BOW Directors from Brown, Outagamie and Winnebago County worked together to figure out that the best solution for ADC was to have Brown County contract for FRF's paper mill sludge. There is proof that all three directors at the time had knowledge of the contract that Brown County signed with FRF. In hindsight, the contract should have been signed by all counties. All three counties have benefited from the ADC and as recently as 2012, the former Outagamie County director wanted 50-65,000 tons of FRF sludge for ADC. The current Outagamie County Director now has different opinion that is the source of this problem. The environmental impacts of paper mill sludge are unproven. All three counties have landfills with significant quantities of this type of ADC with no proven negative impacts. The financial impacts of ADC are clearly different between Brown and Outagamie County. Outagamie County also claims that the long term use of paper mill sludge is more expensive and that the spray on coverage will be more cost effective. Mr. Haen argues that Outagamie County has not taken into consideration the cost of product, machinery, manpower, and time. As well, the use of the spray on coverage will allow the landfill to be used for 6 extra months. This comes with 6 extra months of overall cost of operating facilities which is roughly \$6 million. In fact, Brown County believes using FRF ADC will actually save the BOW landfill more than \$3.0M over the life of the landfill.

Mr. Haen explained that because of the importance of the situation the Department has hired Michael, Best and Friedrich (MBF) to do legal work on this situation. MBF is sending out a letter on September 22 stating that by Outagamie County refusing to use FRF sludge as ADC it is forcing Brown County into a breach of contract with FRF and the BOW agreement. In the BOW agreement it states that the three directors are to resolve operational issues and if unable to work it out then the situation will be placed in dispute resolution conditions of the agreement. In regards to MBF working for Brown County they have not given us a budget yet, the Department has to strategize on what the extent of their assistance will actually be based on Outagamie County response to correspondence.

Mr. Katers suggested that an outside consulting firm could be hired in order to figure out exact costs of ADC. Mr. Haen agreed that fully understanding the cost of ADC needs to be done first, so all parties understand the costs and benefits. Nevertheless, Outagamie County needs to recognize the contracts that are in place. Mr. Katers added that it would be good to have an engineering company substantiate any detriments that are caused by paper mill sludge ADC.

Mr. Haen explained to the Board the points he made in his letter to Outagamie County. In summary, the basis for their evidence is flawed. He also added in the letter how the contract with Fox River Fiber came to be and why they are causing the Department to be in breach of contract.

Mr. Haen added that they are looking to Outagamie County and asking why they are deliberately working against the relationship that Brown, Outagamie and Winnebago County have set in place and the long-standing intergovernmental relationship. Winnebago County Solid Waste Director and Executive support Brown County in this situation.

Mr. Vanden Busch asked what Outagamie County is doing with the paper mill sludge? Mr. Haen explained that it is being pushed aside into a large pile. Mr. Doverspike added that they are doing this because of their operational decision to use a purchased ADC spray-on product. Mr. Dantine asked if there is anywhere else the paper mill sludge could be used to help to Department get rid of it. Mr. Haen explained that FRF has a hierarchy of their disposal options that include animal bedding first, Encap, followed by Brown County and then disposal with Waste Management. If it is beneficially reused, the state fees are waived. The last disposal option is with Waste Management as regular garbage.

8) Director's Report – Update

Mr. Haen stated that in regards to the budget there is one change that the Department would like to make. It was proposed that the dirty shingle rate be increased for 2016 to \$35/ton to give people more of an incentive to bring clean shingles. However, with the competition across the street it would be wise to keep this cost the same as the 2015 cost at \$30/ton. An additional change is that the statement of funds have been finalized by the Finance Department since the draft was presented as part of the July budget discussion. The areas highlighted in red under capital items and operating cash have been finalized.

Mr. Doverspike explained that Brown County put together a C&D RFQ for the three counties. Between the three counties there is about 30,000 tons of construction and demolition waste. This RFQ will allow anyone to bid on it.

Mr. Walter added that on September 25th there will be a meeting to determine the permitting to have a seasonal DNR facility with BOW. The director with Outagamie County has experience with running a three season DNR facility in California.

Mr. Katers had a question regarding the time left on Kewaunee County's landfill. He asked that if they only have three years left on their landfill would they potentially be a customer that would come to our landfill with their waste. Mr. Haen and Mr. Doverspike explained that Kewaunee County seems like they do not want to expand their landfill. There might be a possibility to contact their customer list and reach out to them directly with offers to do business. It might also be possible for them to build a transfer station and have their waste transported directly to Outagamie County with BOW.

9) Such other Matters as Authorized by Law – Update

There are no other matters as authorized by law.

Meeting ended at 3:25

Steven Kubacki

From: Dan Drewery
Sent: Tuesday, October 13, 2015 5:30 PM
To: Steven Kubacki
Cc: Jim Kowalkowski; Andy Smits
Subject: No Parking, Velp ave, Rustique Pizza...

Steve...

I have not sent this on to anyone, other than those cc'd...

Suamico had asked Brown County Superintendents to look at and address the site distance on east bo. riverside dr. west side of velp ave. both to the south and the north.. Brown Co. explained to me that they were down to 1 boom mower, because of an accident, and the remaining boom mower was on the east side of brown county... We were happy to use suamicos' boom mower to cut back the brush and trees that were blocking the riverside view to the north, and brown county said they would look at the sight distance issue to the south and install no parking to clean up vehicles parking on the west side of velp ave. just south of riverside...

Brown county installed 3 no parking signs on south bo. velp ave. west side, south of riverside dr. and at least 3 more signs on the east side. Nothing indicating the start of or the end of the no parking zone (MUTCD 2B.47 para 6). In a meeting that you (Steve) attended with brown county I expressed my concern that eliminating all parking in front of Rustique Pizza on both the east and west side of velp avenue was an overkill. (parking on the east side of velp ave. was never an issue) (Parking restrictions on the west side of velp ave could have been achieved with 1 no parking here to corner). The county replied that they would look into the MUTCD statues that I had cited, but insisted that there should be **no** parking on the county trunk system anywhere and did not believe that there was any reason to comply with MUTCD statues...

A few weeks later the county revisited (on site) the no parking issue, added another sign with improper verbiage (sign should read between signs --- →) not here to corner (4 total now on west side), and lowered 1 of the existing signs 3 to 4 feet above grade. Sign needs to be posted at 7 feet above grade (MUTCD Figure 2A-2 para c). The west side of velp ave. was constructed with curb and gutter for church parking and has plenty of room to accommodate parking. We then received an e-mail from brown county asking Suamico to start enforcing the no parking zone as they had revisited the site **again** and made adjustments to the no parking signs to improve the enforceability . **Site still not in compliance with MUTCD statues...**

In closing I believe that taking away the majority of Rustiques' roadside parking was uncalled for, a simple no parking here to corner would have given us the proper sight distance as called for (MUTCD table 6C-2). Suamico has not received any prior complaints about the parking along velp ave. except for the sight distance issue... No accidents reported and no issues with the parking area have been reported to us. This is a good reminder to us in the traffic field (if it is not broke, please do not go out of your way to fix it).



September 25, 2015

Mr. Troy Streckenbach
Brown County Executive
305 E Walnut Street, Suite 680
Green Bay, WI 54301

Re: Side Street and County B proposed modification in Suamico

Mr. Streckenbach,

As a follow-up to our phone conversation, attached is a letter from the Village of Suamico to the Office of the Commissioner of Railroads ("OCR") that objects to the proposed modification of Side Street and County B, which calls for the placement of a median on County B, thereby making the intersection a right in/right out only intersection. I write this letter to request that Brown County reconsider its position with respect to the proposed modification in light of the Village of Suamico's opposition.

A median at Side Street and County B is unnecessary – it is a solution in search of a problem. While the Village of Suamico and its residents can and do appreciate the need to provide for the public's safety, the Side Street/County B intersection *without* a median does not pose an extraordinary safety threat. The intersection is manageable, it flows, it's convenient, and it's safe – and it's been that way for a very long time. Notably, the Wisconsin Department of Transportation ("DOT") testified before the OCR that there has not been a single accident near the railroad crossing since at least 2003 – when the warning devices were upgraded. A traffic accident report from the Brown County Sheriff's Department confirms the DOT's testimony.

The DOT asserts that the median is necessary as a supplemental safety measure to (1) minimize the chances of a vehicle attempting to drive around the railroad gates; and (2) remove the possibility of a westbound vehicle on County B stopping on the crossing while waiting for a left-turning vehicle onto Side Street. However, neither concern is warranted.

The DOT testified that it was unaware of a single incident of a vehicle driving around the gates or of a vehicle stopping on the tracks.¹ And, as someone who has an office on the corner of Side Street and County B and who sees the traffic flow and the dynamic at that intersection most every single day, I can attest that cars do not frequently, if ever, swerve around the gate at that location nor do cars stop on the railroad tracks while waiting for motorists to turn left (south) onto Side Street. There is enough lead up to the intersection and enough space between the intersection and the railroad tracks for cars to plan accordingly. Most, if not all, who are familiar with the intersection would attest to the same, including law enforcement officials and other Village of Suamico community members. The situation at that intersection will only improve with the addition of another lane and with the closing of Side Street north of County B. Simply put, the concerns of the DOT are unfounded.

The DOT's insistence that a median be placed at the Side Street/County B intersection is an inconsistent and unfair approach. A quick study of the railroads in Green Bay shows that the type of safeguard it seeks to impose here has not been taken with respect to countless other intersections in Green Bay. Just look at any of the Ashland intersections or the Dousman/Donald Driver intersection (by Titledown Brewery), among others, to see that railroads and busy roadways can interact without overly burdensome precautions being implemented. Seemingly few intersections in the area have the burdens or satisfy the criteria that the DOT seeks to arbitrarily impose in this instance, and a large number of those intersections support much greater traffic. The DOT testified that exceptions are made from time to time, and this is a prime example of when such an exception should be made.

Inserting a median will come at the expense of the economic health and development of the community. In this instance, the median will pose a larger burden on the area and its users than a benefit. As we all know, the ingress and egress points to a property and to a business are a huge component to the property and to the business's success. The plan as designed will stifle the ability of the local businesses to survive and cause great inconvenience and confusion to the Village of Suamico residents and visitors.

After seeing the DOT's design, it wasn't readily apparent how motorists could and should go north on Velp or west on County B if they found themselves driving north on Side Street because the median would prohibit the most direct and convenient route. Shockingly, the DOT suggested that motorists could and should head east on County B towards Highway 41 and make a U-turn on County B as soon as the median stops. The route is shown with a number 1 on the enclosed Exhibit B. Although it may be legal (at least for now) to make a U-turn on County B, one cannot reasonably assert that doing so would be safer than simply exiting Side Street and

¹ The DOT seemed most concerned about a single design vehicle turning left onto Side Street causing the vehicle behind it to stop on the tracks. However, Side Street is not a truck route - approximately 4 vehicles can fit between the tracks and Side Street.

taking a left onto County B (as shown by a black arrow on Exhibit B). Keep in mind that such a U-turn would be between the railroad and the highway and in front of Deerfield Avenue.

The other option suggested by the DOT and marked with a 2 on Exhibit B was to head south on Side Street, turn right or (west) on Riverside, and then right (or North) on Velp, adding about a mile to an otherwise quick and direct route. That option, although undoubtedly safer than making a U-turn on County B, is equally unsatisfying. It is impractical, overly burdensome and inconvenient to the locals and will undoubtedly cause confusion to visitors. Moreover, the practical effect of that option is that motorists just seeking to get north on Velp or west on County B will now find themselves racing down Riverside, which has little to no setbacks and then navigate the busy and, at times, difficult to negotiate Riverside/Velp intersection. Although this option is possible, it doesn't mean that it's reasonable, that it's practical, or that people will go through the hassle of doing it. In this instance, the interests of convenience, and commerce greatly outweigh the interests served by putting up a median.

There are a number of alternative, less burdensome solutions to the DOT's concerns. Putting up signage, warning device signals, slowing the speed limit, closing off Side Street to the north, adding another lane to B, and even adding a smaller median that still allows traffic to turn left onto B and into Side Street are just a few that come to mind.

For the aforementioned reasons, I respectfully request that the County adopt the Village of Suamico's position and oppose the interchange plans as they currently exist and support the removal of the median.

Thank you for your time. Should you have any questions, please do not hesitate to contact me at 920.471.8033 or bill@symesrealty.com

Sincerely,

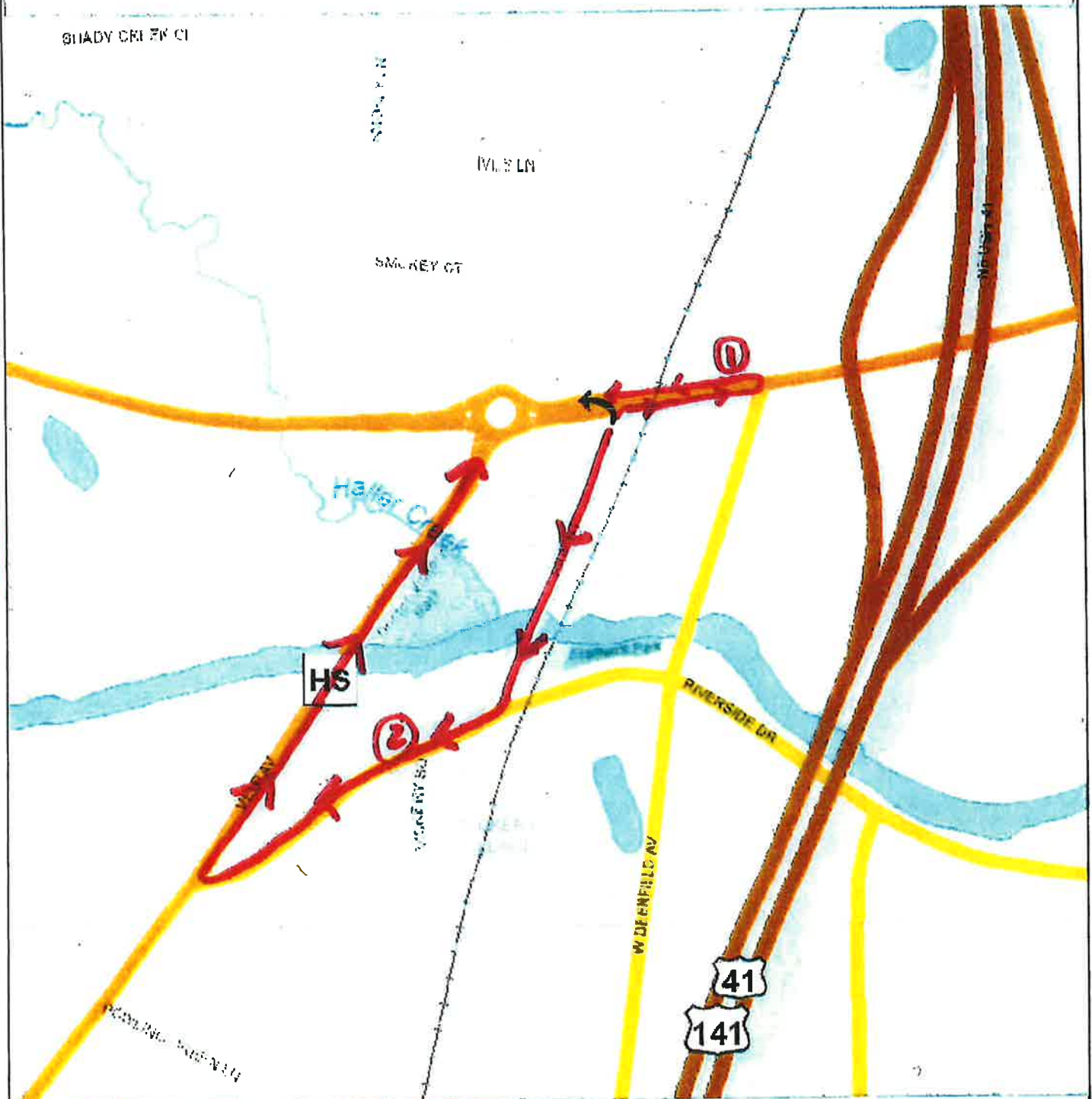


Bill J. Symes

CC: Mr. Douglas Wood, Legal Counsel, OCR
Ms. Patricia Gaura-Jelen, Village President, Village of Suamico
Mr. Steve Kubacki, Village of Suamico Administrator

<Title>

N



Map provided by the Brown County Planning & Land Services Department - Land Information Office (LIO)

A map key (legend) and other information about this map is available at: maps.gis.co.brown.wi.us

This map is intended for advisory purposes only. It is based on sources believed to be reliable, but Brown County distributes this information on an "As Is" basis. No warranties are implied. Boundaries shown on this map are general representations only and should not be used for legal documentation, boundary survey determinations, or other property boundary issues.

09/08/2015
Scale 1:4800

S

Exhibit B 2



Municipal Services Center
September 10, 2015

Mr. Douglas Wood
Legal Counsel
Office of the Commissioner of Railroads
610 N. Whitney Way Room 110
Madison, WI 53705

Dear Mr. Wood,

The Village of Suamico would like to strongly object to the proposed modification of the Side Street and School Lane (County B) intersection to that of a right in/right out only intersection. The proposed construction of a median to create this type of intersection is strongly opposed by the Village Board of the Village of Suamico.

On Tuesday, September 8, 2015, the Village Board went on record unanimously opposing the proposed intersection and directed staff to generate this communication. The Village Board clearly advocates the continued existence of a fully operational intersection with right in, right out, left in and left out traffic movements at Side Street and School Lane (County B) to the benefit of its citizens and businesses in this area of the Village of Suamico.

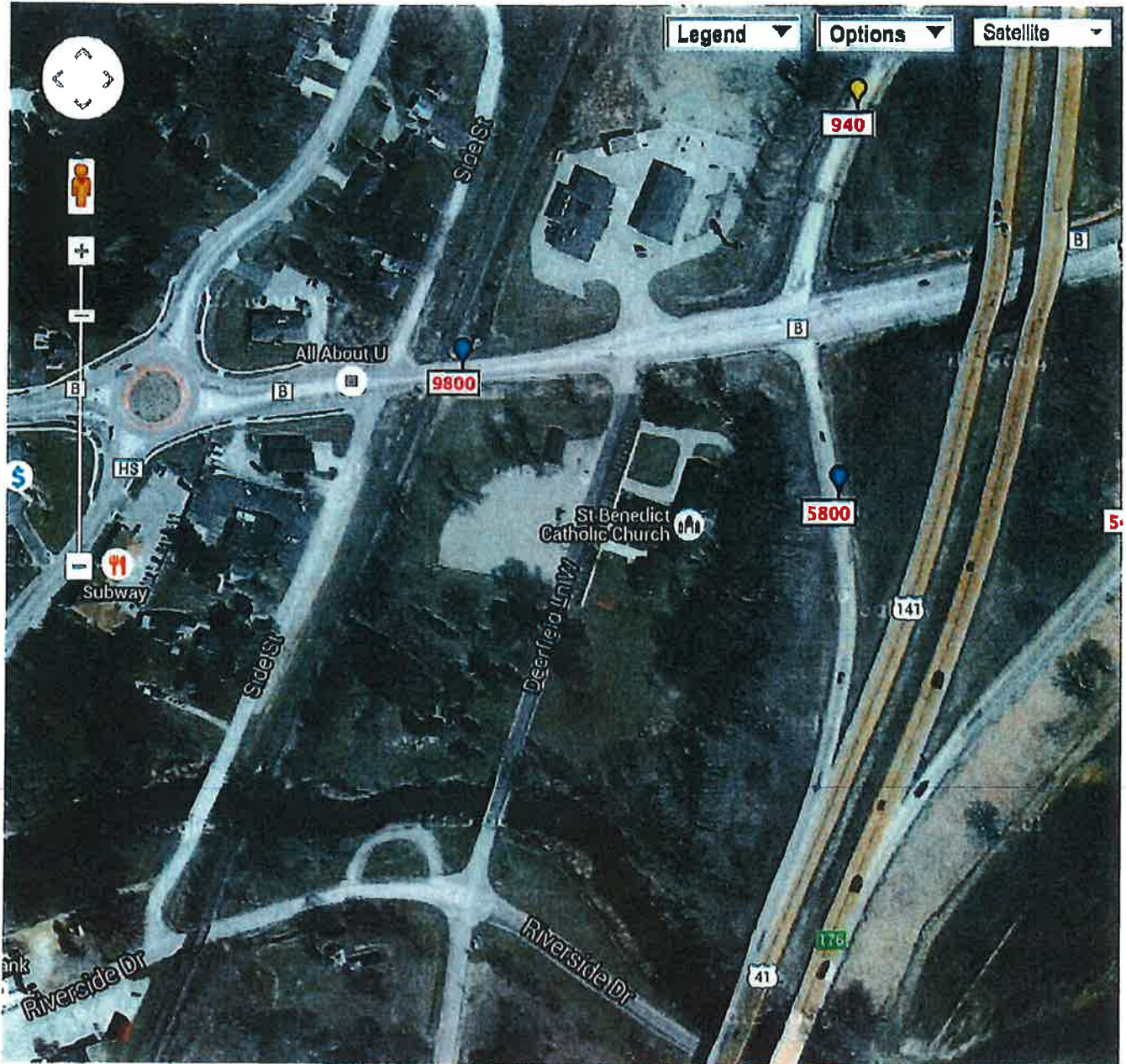
We would like to thank you for the opportunity to comment on this issue and hope that the Office of the Commissioner of Railroads takes into account the village's wishes.

Sincerely,

Steve Kubacki, Village Administrator

Patricia Gaura-Jelen, Village President

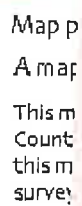
mlh



traffic count
@ Side Street
+
B



traffic count
@ Dowsman

[illegible]

Dowsman
railroad
by Titledown

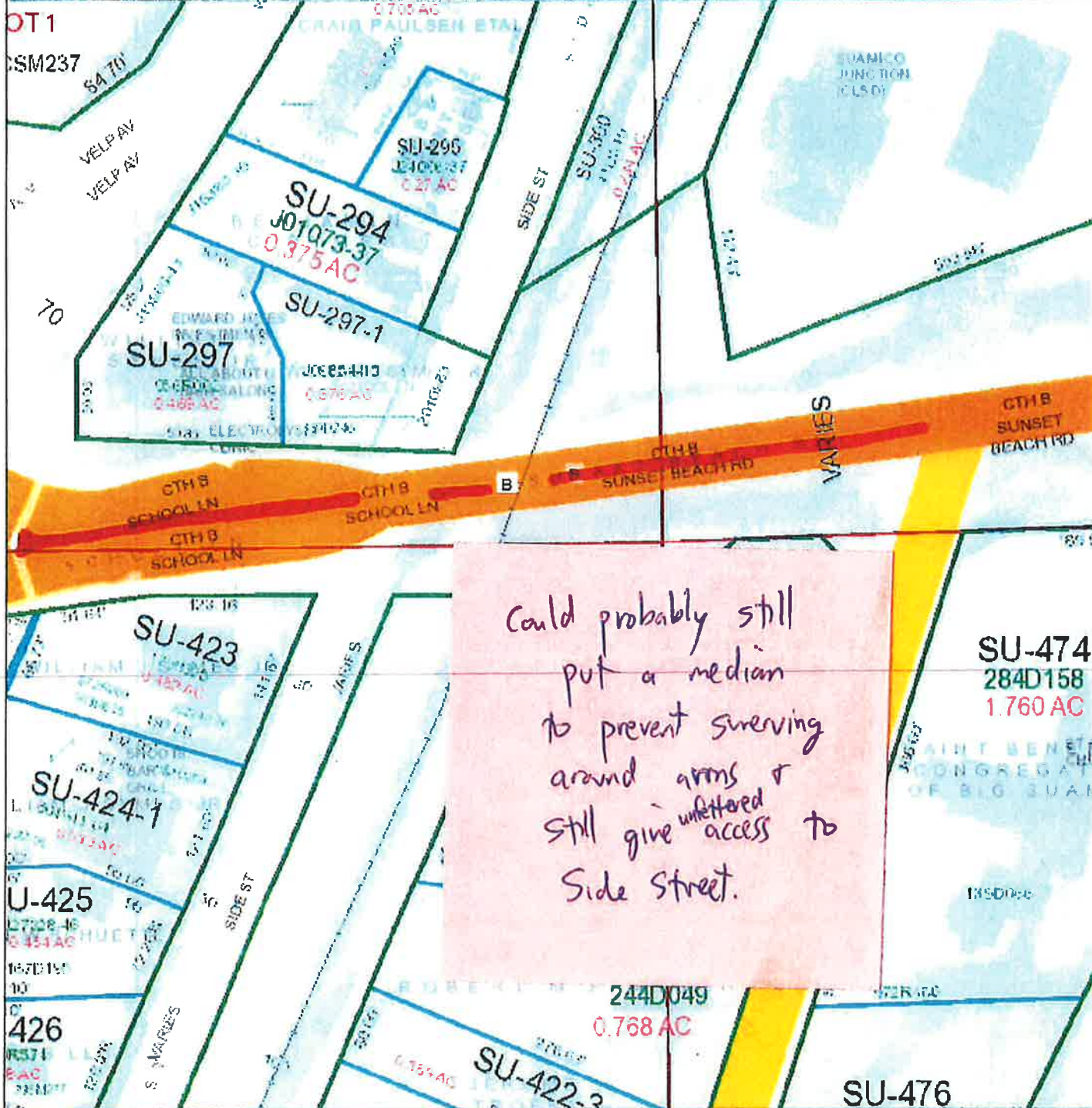
07/09/2015
Scale 1:1200



traffic count
by Lineville/Velp
- no RH arms
@ crossing

<Title>

N



E



Map provided by the Brown County Planning & Land Services Department - Land Information Office (LIO)

A map key (legend) and other information about this map is available at: maps.gis.co.brown.wi.us

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09/08/2015
Scale 1:1200

S

C 3

BEFORE THE OFFICE
OF THE
COMMISSIONER OF RAILROADS
STATE OF WISCONSIN

PUBLIC HEARING

For the Alteration of a Public Crossing
Of the
Sault Sainte Marie Bridge Company's (SSAM) Tracks
With County Road B

In the
Village of Suamico
Brown County, Wisconsin

Construction Project ID: 1150-54-71
Railroad Crossing Surface Project ID: 1150-54-50
Railroad Crossing Signal Project ID: 1150-54-51
OCR Docket Number: 9148-RX-107
RR Crossing Number: 181344L
Milepost: MP 9.17

DATE: JULY 10, 2015
TIME: 1:00 PM
LOCATION: SUAMICO MUNICIPAL SERVICES CENTER
12781 VELD AVENUE
GREEN BAY, WI 54313

INTRODUCTION

My name is Andy Fulcer. I am a licensed professional engineer in the State of Wisconsin and I am employed by the Wisconsin Department of Transportation, hereafter referred to as the Department. I have more than 8 years experience in the transportation field and am the project manager for the roadway project which impacts this crossing. My testimony at this hearing relates to the Departments request to reconstruct the existing at-grade crossing of the Sault Saint Marie Bridge Company (hereafter referred to as SSAM) tracks with County Road B in the Village of Suamico in Brown County, Wisconsin, DOT crossing ID 181344L / MP 9.17. Refer to Attachment 1 for the Project Location.

PROJECT BACKGROUND

An analysis of the USH 41 corridor completed in 2012 identified deficiencies for the interchange at the following locations for the roadway design year:

- The right turn from eastbound County Road B onto the southbound on-ramp
- The westbound thru movement on County Road B at the northbound off-ramp
- The northbound off-ramp left turn onto County Road B.

These movements produce queuing and delays outside of acceptable limits. County Road B will be expanded to add a westbound lane and an eastbound free flow right turn onto the southbound on-ramp to USH 41. Bike lanes and pedestrian accommodations will be added in both directions, the accommodations along the south side will include a multi-use path. The northbound off-ramp will be expanded to include two left turn lanes and a right turn lane and the southbound on-ramp will be expanded to accommodate a merge lane for traffic entering from eastbound right turn on County Road B. Traffic signals will be replaced at each of the ramp terminals.

The necessary geometrics to fix the roadway deficiencies for this project require that the project limits extend thru the railroad crossing. The Department will reconstruct the at-grade crossing of SSAM with County Road B.

Two items have changed since the petition letter:

1. The design was changed at the request of the Village of Suamico to change the 5' sidewalk to a 10' multi-use trail along the south side of County Road B. This was changed to be consistent with future plans for bike facilities in the area. This also changes the railroad cost share percentages.
2. The exempt status is no longer being pursued.

The project is scheduled for a September 2017 bid letting with construction to begin in the spring of 2018.

TRAFFIC AND CRASHES

still less than Ashland & Downman

At the crossing, County Road B had an ADT of 9,800 in 2012 with projected traffic levels reaching 18,100 vehicles per day in 2036. There are currently 6.8% trucks and approximately 17 busses crossing the tracks daily. There are no known transporters of hazardous substances that use the tracks regularly. The posted speed is 35 mph. Refer to Attachment 2 for the Traffic Data.

The railroad crossing report prepared in 2013 shows that there are 5 freight trains per day and 3 freight trains per night (8 per day total) that travel through the crossing. The maximum timetable train speed is 49 MPH. Refer to Attachment 3 for a copy of the FRA inventory and crossing reports.

A review of the crash history revealed there were no crashes near the railroad crossing after the warning devices were upgraded in 2003.

The traffic operations for the existing and design year were modeled to determine queue lengths for the ramp terminals. The delay analysis showed the 95% queue for County Road B eastbound right turn onto the southbound on-ramp to be 400' for the existing configuration. The ramp terminal is approximately 600' east of the crossing. The reconstructed interchanges model reduces this queue length to 118'.

EXPOSURE FACTOR

The exposure factor equals the product of the number of trains per day and the number of roadway vehicles per day, which yields a numerical value for potential conflicts each day at the crossing. The exposure factor at this crossing, using the 2012 ADT, is 78,400 based on 8 trains per day. The exposure factor for the design year of 2036 will be 144,800. WisDOT policy standard for a crossing of this exposure factor specifies a premium crossing surface. WisDOT is willing to consider a composite or rubber crossing surface material at this crossing.

TYPICAL SECTION & GEOMETRICS

EXISTING TYPICAL SECTION

The existing typical section for the roadway in advance of the crossing consists of a 12' driving lane in each direction with paved shoulders widths ranging from 3' to 8'. Approximately 10'-15' in advance of the crossing the pavement widens to approximately 25' in each direction. The pavement narrows on the eastbound exit from the crossing (SE quadrant) down to 15' while the westbound exit from the crossing (NW quadrant) remains at 24' as it connects with the intersection taper for Side Street to the north. See Attachment 4 for Existing Crossing Photos.

EXISTING GEOMETRICS

The orientation of the railroad tracks at the crossing with County Road B is generally south-southwest to north-northeast while County Road B is east to west. The crossing is at a 60° left hand forward angle to County Road B. This means while traveling on the County Road B, the left side of the track is farther away.

The existing timber and asphalt single track crossing is 56' long. The approach grade along the profile is less than 1% in both directions.

Side Street parallels the railroad tracks immediately to the west. At the crossing, the centerline of Side Street is roughly 75' west of the track centerline. The Velp Avenue roundabout is located approximately 400' west of the nearest rail. West Deerfield Avenue is approximately 300' east of the nearest rail.

See Attachment 5 for Existing Crossing Geometrics.

PROPOSED TYPICAL SECTION

The proposed County Road B westbound will include two 11' lanes, and a 4' bike lane, the eastbound will have a 12' driving lane with a 5' bike lane. Bike lanes for both directions flare out to allow bikes to cross the tracks at close to a right angle. Both the median and outside edge of pavement for each direction includes a 2' gutter on a 6" curb. The minimum face of curb to face of curb width for westbound is 30' and eastbound is 21'. There will be a 10' edge of pavement to edge of pavement raised median which equates to a 6' face of curb to face of curb between the eastbound and westbound roadways.

Westbound has a 5' sidewalk behind a 6' minimum width grassed terrace. Eastbound has a 10' multi-use trail behind a 5' minimum width grassed terrace. The trail and sidewalk flare out both eastbound and westbound to accommodate the recommended 3' minimum clearance for the swing of the railroad signal counterweights and meet the rail at close to a right angle. See Attachment 6 for Proposed Crossing Plan Sheets including the typical section.

The Department proposes to replace the existing crossing surface with a 113.75' long crossing surface. The railroad geometrics, signal and light configuration, typical sections and plan and profiles are shown in Attachment 6 Proposed Crossing Plan Sheets.

PROPOSED GEOMETRICS

The proposed alignment maintains the same railroad crossing angle as the existing roadway. A highway easement is required to reconstruct County Road B at the railroad tracks.

As part of this project, Side Street will be closed north of County Road B. The median on County Road B will extend through the remaining leg of the intersection with Side Street allowing right-in and right-out movements only.

The design team has gathered survey information on the tracks and has generated a proposed roadway profile which removes a sag in the existing track. The proposed roadway profile is approximately 3" higher than the existing rail at the crossing with the County Road B eastbound lanes and westbound lanes and meets the maximum 3" in 30' approach grade. Refer to Attachment 7 for the Railroad Profile and Attachment 6 for Proposed Crossing Plan Sheets including the roadway profile.

WARNING DEVICES

EXISTING

The crossing has mast-mounted 12-inch LED flashing-light signals, gates, electronic bell, a sidelight aimed north to Side Street and constant warning time circuitry.

PROPOSED

The Department proposes to relocate the bungalow to the standard location of 30' from the edge of the new roadway. It is proposed that the westbound approach be upgraded to include a new cantilever and a new 32' gate on the relocated westbound mast mounted gate mechanism and a new electronic bell. It is also proposed that the existing mast-mounted flashing-lights, gate, sidelight and electronic bell along the eastbound County Road B approach be relocated to accommodate the new eastbound approach, redirecting the sidelight to face south down Side Street. We ask that the railroad install sign number R8-8 of the Manual on Uniform Traffic Control Devices on each signal, this is a "DO NOT STOP ON TRACK" sign.

EXEMPTION

The Department rescinds its request to reclassify the crossing as exempt.

DRAINAGE

The existing 18" metal culvert under the east approach will be replaced with a 24" concrete storm sewer with an endwall on the north side, draining to a manhole to the south. This storm sewer discharges into the ditch along the south side of County Road B, east of West Deerfield Avenue. The 24" metal culvert under the west approach will be replaced with a 24" concrete pipe with a double grate field inlet on the north side, draining to an endwall along the south side.

SIGHT DISTANCES

For a vehicle traveling the posted 35 mph on County Road B, located at the safe stopping sight distance of 281' in advance of the crossing, a train traveling at the timetable speed of 49 mph would need to be visible 500' in advance of the crossing in order for the vehicle to stop safely in advance of the crossing.

For traffic traveling eastbound on County Road B, the existing and proposed warning devices are first visible from a distance of 440' and in advance of the device. For traffic traveling westbound, the existing and proposed warning devices are first visible from a distance of greater than 600' in advance of the device. These distances exceed the required stopping sight distances of 281'. Refer to Attachment 8 for the Railroad Crossing Sight Distances.

The distances that a train is visible at the safe stopping sight distance in advance of the crossing are 210' for existing and proposed in the northwest quadrant, 220' for existing and proposed in the southwest quadrant, 330' existing and 310' proposed in the northeast quadrant, and 360' existing and 370' proposed in the southeast quadrant. These distances are all less than the required sight distance of 500'. Refer to Attachment 8 for the Railroad Crossing Sight Distances.

Clearing sight distance is the distance that train is visible from a vehicle located 25' from the nearest rail. Clearing sight distances are less than what is listed for some vehicles given this is a 60 degree left hand forward crossing. The clearing sight distances are 750' in the northwest quadrant, >1500' in the southwest quadrant, 525' in the northeast quadrant and 910' in the southeast quadrant. The southwest quadrant is the only quadrant that meets the desirable clearing sight distance of 1205'. Clearing sight distance could be increased to desirable in all quadrants of the railroad if trees along the edge of the tracks are cleared from the railroad right of way as shown on Attachment 8 in the Proposed Sight Distances exhibit.

FINANCIAL ARRANGEMENT FOR CROSSING IMPROVEMENTS

The proposed railroad cost share for the crossing surface is 7% ($(15' \times 56') / 113.75'$) and Departments cost share is 93%. The Department proposes that the signal work be entirely funded by the roadway project. The Department will pay 100% to reconstruct and pave the roadway.

CONSTRUCTION STAGING

The new railroad crossing surface and signals will be constructed during a three week closure of County Road B. A temporary widening will be completed east of the railroad in order to construct the new westbound lanes east of the crossing. Once these new westbound lanes are completed, County Road B can be closed to traffic and the railroad will have two weeks to install the new crossing. The railroad crossing and signals must be completed prior to re-opening of County Road B. The Department proposes that the railroad be ordered to complete their work by June 15, 2018. No temporary gates or signals will be required.

CONCLUSION

This project will enhance the safety and convenience of the public by making the following improvements to the crossing and approaches:

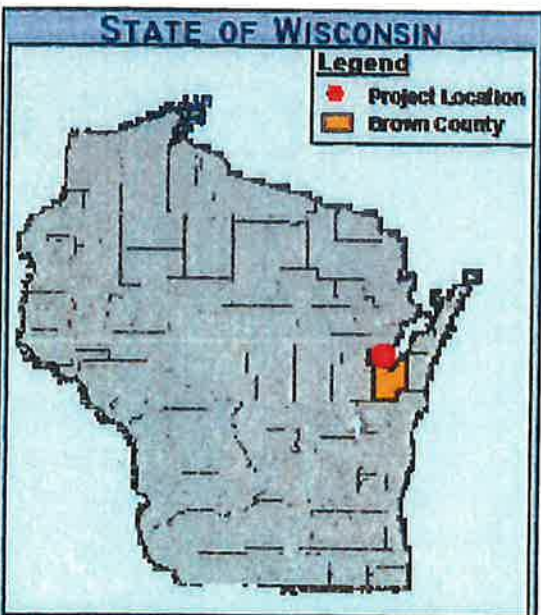
1. A supplemental safety measure of a barrier median will be constructed at the crossing approaches. This median will minimize the chances of a vehicle attempting to drive around the gates.
2. Removing the north leg of Side Street and allowing right in and out on the south leg will remove the possibility of a westbound vehicle on County Road B stopping on the crossing while waiting for a left turning vehicle onto Side Street.
3. The construction of a free-flow right turn lane onto the southbound ramp off of eastbound County Road B will reduce congestion in proximity to the railroad.
4. A cantilevered flashing signal placed over the westbound roadway will improve visibility and the ability for vehicles to stop safely prior to reaching the crossing.
5. Wider pavement will increase capacity of the roadway and improve the flow of traffic at the crossing.
6. A smoother vertical alignment, along with the urbanization of the roadway and storm sewer installation, will improve drainage at the crossing and the approaches.
7. A new crossing surface will improve "rideability" and reduce "wear and tear" on vehicles.
8. New pavement on the approaches will improve the surface friction, improving the ability of vehicles to safely stop prior to the crossing.
9. Flaring out the pavement at the crossing allows bicycles to approach the crossing at a more desirable angle, reducing the chance of trapping their wheel in the crossing surface.

Attachment 1

Project Location Map

Project Location Map

PROJECT ID: 1150-54-71
CTH B INTERCHANGE
USH 41
BROWN COUNTY



Attachment 2

Traffic Data

WisDOT TRAFFIC FORECAST REPORT

REGION/COUNTY(IES): NE/Brown

PROJECT ID(S): 1130-32-00/1150-54-00

LOCATION: Norfield Road to CTH M/Lineville Road

ROUTE(S): USH 41

COMPLETED: October 2, 2013



Traffic Forecasting Section; Bureau of Planning and Economic Development; Division of Transportation Investment Management

Developed by: Vicki S. Haskell

Phone: (608) 266-2571

FAX #: (608) 267-0294

E-Mail: vicki.haskell@dot.wi.gov

~~XXXXX~~ - Site IDs

Design Values (%)

Sites	056115		
Routes	USH 41		
Volume(s):	59,600		
K250	8.1		
K100	9.1		
K30	10.2		
P	11.8		
D(Degn. Hr.)	65/35		
T(QHV)	14.2		
T(PHV)	12.4		

Traffic Counts:

-000- 2012 AADT

000 2009 AADT

Forecasted Volumes:

(000) 2016 AADT

(000) 2026 AADT

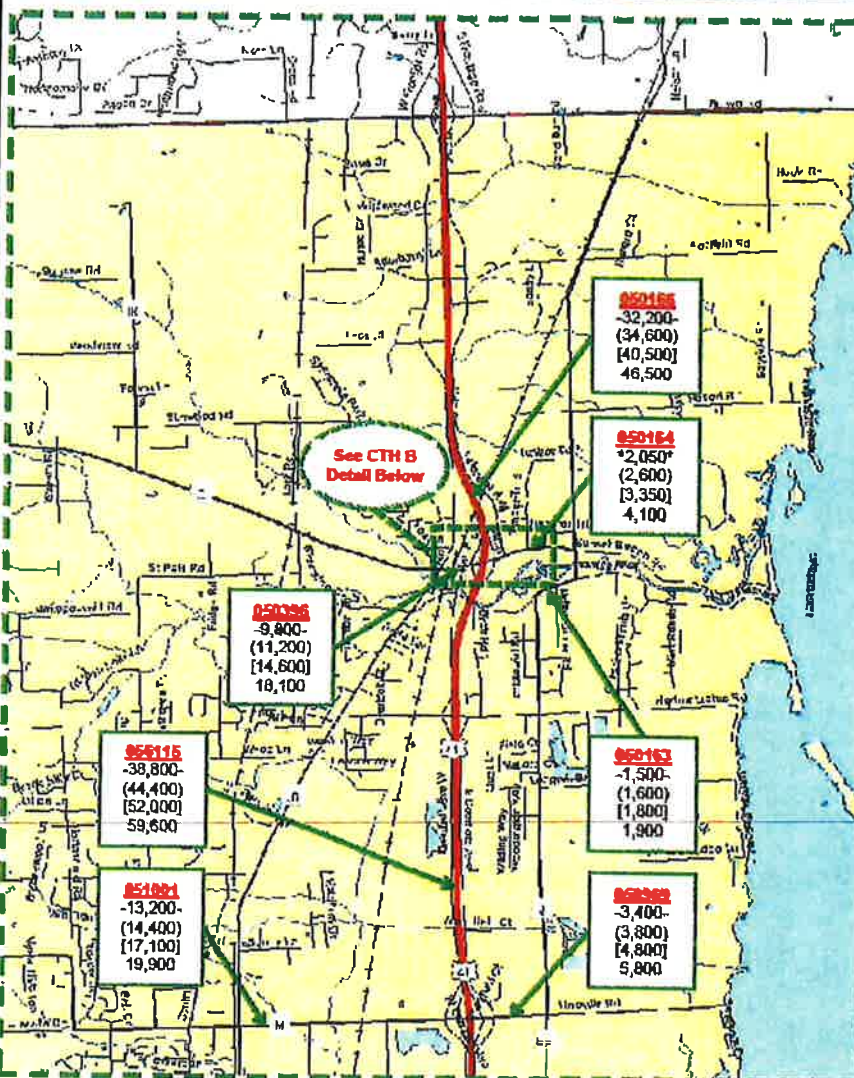
000 2036 AADT

Truck Class Percenta

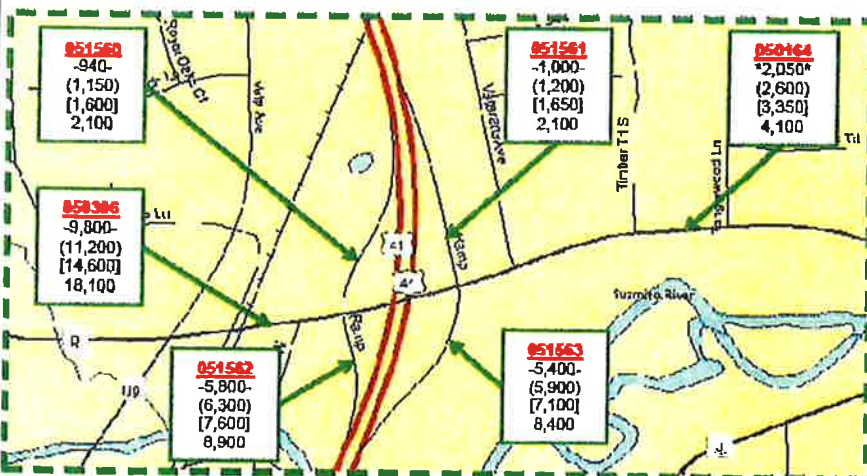
Class	056115		
20	4.8		
3AX	5.0		
2S1+2S2	2.0		
3-S2	3.7		
DBL-BTM	1.0		
TOTAL	16.5%		

NOTES ON THE FORECAST:

1. This projection assumes that no major new traffic generators will be added to the development already included in the travel demand model.
2. Total truck percentages were taken from the 2012 Length Distribution Data for Site #050160 - USH 41-141, 2.0 miles north of CTH B, Suamico Township, Brown County.
3. Design Values (%) were taken from the 2012 Wisconsin ATR Data for Site #056115 - USH 41-141, south of CTH B, Suamico Township, Brown County.
4. USH 41-141 north of CTH B is a Factor Group IV (Rural-Other) highway and USH 41-141 south of CTH B is a Factor Group II (Urban-Other) highway indicating low to moderate fluctuation in traffic from a seasonal perspective. For count purposes, USH 41-141 is functionally classified as a Rural Principal Arterial (2) north of CTH B and as an Urban Principal Arterial (14) south of CTH B.
5. The Northeast Regional Travel Demand Model was used to complete this forecast. The Traffic Analysis Forecasting Information System output was used as a comparison tool to check against the model output. Adjustments were made as needed.



USH 41 - Norfield Road to CTH M/Lineville Road



CTH B Detail

Attachment 3
FRA Inventory & Crossing Reports

U.S. DOT - CROSSING INVENTORY INFORMATION
As of 3/19/2015

Revision Date: 05/13/2013

Reason for Update: Change in Data

Reporting Agency:

Railroad

DOT Crossing Inventory No.:

181344L

Part I: Location and Classification information

Primary Operating Railroad: **Sault Ste. Marie Bridge Company**
(former Code SSM) [SSAM]

State: **WISCONSIN**

County: **BROWN**

City/Municipality: In **SUAMICO**

Street/Road Name & Block #: **SUNSET BEACH RD**

Highway Type & No.: **B-CTH**

Parent RR: **CN**

Crossing Owner: **CN**

Railroad Division or Region: **VALLEY**

Railroad Subdivision or District: **MANISTIQUE**

Branch or Line Name: **GRNBAY-ESCANABA**

RR Milepost: **0009.17**

Nearest RR Timetable Station: **BIG SUAMICO**

Line Segment: **SC00053209**

Do Other Railroads Operate a Separate Track at Crossing? **No**

Do Other Railroads Operate Over Your Track at Crossing? **No**

Crossing Type: **Public**

Crossing Purpose: **Highway**

Crossing Position: **At Grade**

Public Access:

Type of Train:

Type of Land Use: **Commercial**

Avg Passenger Train Count Per Day: **0**

Is there Adjacent Crossing with a Separate Number? **No**

Provide Crossing Number:

Quiet Zone: **No**

Latitude: **44.6346780**

HSR Corridor ID:

Longitude: **-88.0499600**

Lat/Long Source: **Estimated**

Railroad Use (Comments)

A:

B:

C:

D:

Narrative:

State Use (Comments)

A:

B:

C:

D:

Narrative:

Emergency Notification Phone No. **800-616-3432**

Railroad Contact:

State Contact: **608-266-1168**

Part II: Railroad Information

Total Day Thru Trains: **5**

Total Night Thru Trains: **3**

Less Than One Movement Per Day? **No**

Total Switching Trains: **0**

Total Transit Trains:

Total Trains Per week:

Year Of Train Count Data:

Maximum Timetable Speed: **49**

Typical Speed Range Over Crossing: From **25** to **49** mph

Type and Count of Tracks: Main: **1**

Siding:

Yard:

Transit:

Industry:

Train Detection: **Constant Warning Time**

Track Signaled: **No**

Event Recorder:

Remote Health Monitoring:

3

U.S. DOT - CROSSING INVENTORY INFORMATION (continued)

Revision Date: 05/13/2013

DOT Crossing Inventory No: 181344L

Part III: Highway or Pathway Traffic Control Device Information

Signs or Signals? **Yes**

Types of Passive Traffic Control Devices associated with the Crossing

Crossbucks Assemblies: 0 Stop Signs (R1-1): 0

Low Ground Clearance Sign (W10-5): **No**

Pavement Markings: **None**

Channelization Devices/Medians: **None**

EXEMPT Sign (R15-3):

ENS Sign Displayed (I-13):

Other MUTCD Signs (Type):

Other MUTCD Signs (Type):

Other MUTCD Signs (Type):

Private Crossing Signs (if private):

Yield Signs (R1-2):

Advanced Warning Signs: **Yes**

W10-1: W10-4:

W10-2: W10-11:

W10-3: W10-12:

Count:

Count:

Count:

LED Enhanced Signs:

Types of Train Activated Warning Devices at the Grade Crossing

Gates Arms:

Gate Configuration:

Roadway: 2

Cantilevered (or Bridged) Flashing Light Structures:

Over Traffic Lane: 0

Incandescent:

Pedestrian:

Not Over Traffic Lane: 0

LED:

Mast Mounted Flashing lights: 2 Incandescent: LED: Back Lights Included: Side Lights Included:

Total Count of Flashing Light Pairs: 1 Wayside Horn: Installed on:

Highway Traffic Signals Controlling Crossing: **No** Installation Date of Current Active Warning Devices:

Non-Train Active Warning:

Bells: 1

Other Flashing Lights or Warning Devices: (count) 0

Type:

Does Nearby Hwy Intersection have Traffic Signals: **No**

Hwy Traffic Signal Interconnection: **Not Interconnected**

Highway Traffic Signal Preemption:

Highway Traffic Pre-Signals:

Storage Distance: Stop Line Distance:

Highway Monitoring Devices:

Part IV: Physical Characteristics

Traffic Lanes Crossing Railroad: Number of Lanes: 2

Is Roadway/Pathway Paved? **Yes** Does Track Run Down a Street? **No**

Is Crossing Illuminated? **Yes**

Crossing Surface: **Asphalt**

Other (specify):

Installation Date: Width: Length:

Intersecting Roadway within 500 feet? **Yes**

If Yes, Approximate Distance (Feet): **-75**

Smallest Crossing Angle: **30°-59°**

Is Commercial Power Available? **Yes**

Part V: Public Highway Information

Highway System: **(03) Federal Aid, Not** Functional Classification of Road at Crossing: **(1) Urban (4) Minor Arterial**

Is Crossing on State Highway System? **No**

Highway Speed Limit: **35 Posted**

Linear Referencing System (LRS Route ID):

LRS Milepost:

Annual Average Daily Traffic (AADT): Year **2003**

AADT: **007600**

Estimated Percent Trucks: **06**

Regularly Used by School Buses? **No**

Average Number per Day: **0**

Emergency Services Route:

RAILROAD CROSSING REPORT

DT1589 4/2011 (Replaces ED705)

Wisconsin Department of Transportation

1. Railroad Project ID 1150-54-50 Surface & 51 Signals		2. Operating Railroad SSAM	
3. Companion Construction Project ID 1150-54-71		4. Companion Hwy Constr. Letting Date July 12, 2016	5. Engineering ID 1154-50-00
6. Road Name CTH B		7. Official DOT/AAR Crossing Number 181344L	
8. Highway Number/Town Road/Street Name Sunset Beach Road		9. Railroad Subdivision and Milepost MANISTIQUE 9.17	
10. County Brown		11. Town/City/Village of Village of Suamico	

Attach sketch of crossing including track centers, approach grades and obstructions to view of approaching trains.

EXISTING DEVICES AT CROSSING

Provide information for both approaches	Northbound/Eastbound		Southbound/Westbound		Comments
	YES	NO	YES	NO	
12. Stop Signs	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
13. Cross Bucks	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
14. Wig Wag Signals	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
15. Flashing Light Signals	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> 8" <input checked="" type="checkbox"/> 12" <input type="checkbox"/> INC <input checked="" type="checkbox"/> LED
16. Cantilever Signals	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/> 8" <input type="checkbox"/> 12" <input type="checkbox"/> INC <input type="checkbox"/> LED
17. Gates	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
18. Crossing Illuminated	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	EB approach has light 70' from track at Side Street. WB approach has no lights within 150' of xing.
19. Flagging	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
20. Bell	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/> M <input checked="" type="checkbox"/> E
21. Sidelights	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Faces north at Side St.
22. Stop Bar	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Distance From Crossing 32' on both approaches
23. Public Road Intersection	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Side Street is approx. 70' W of Xing
24. Humped Crossing Sign	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
25. Railroad Advance Warning Signs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	434' on WB approach, 228' on EB
26. RRR Pavement Markings	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	286' on WB approach, 228' on EB
27. Advisory Speed Signs	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

OTHER CROSSING INFORMATION

28. Total No. of Tracks 1	29. No. of Main Line Tracks 1	30. No. of Other Tracks 0	31. Angle of Crossing (60) LHF () RHF						
32. Total No. of Lanes 2	33. No. of Through Lanes 2	34. No. of Parking Lanes 0	35. No. Exclusive Use Lanes 0	36. No. Sidewalks 0	37. Sidewalk Width NA	38. Pavement Width 33'	39. Curb <input type="checkbox"/> Y <input checked="" type="checkbox"/> N	40. Roadway Width 39'	
41. Crossing Surface Type timber & asphalt			42. Length of Existing Crossing 56		43. Crossing Surface Condition Good				
Average Daily		6 a.m.-6 p.m. Number	6 p.m.-6 a.m. Number	Timetable Speed	Maximum Typical Train Speed				
44. Passenger Trains		-	-	- MPH	ADT 50. Year				
45. Freight Trains		5	3	49 MPH	- MPH	47. Highway ADT (present)		9,800 (2012)	
46. Switching Moves		-	-	- MPH	49 MPH	48. Highway ADT (design)		18,100 (2036)	
					- MPH	49. Posted Speed Limit		35	

SIGHT DISTANCES

Stopping Sight Distances

Distances at which crossing warning devices first visible (WVDF) [1] and vehicle stopping distances (VSD) from crossing based on speed [2]

51. Approach	52. WVDF	53. VSD
EAST	600'	281'
WEST	440'	281'

Quadrant Sight Distances

View of trains from stopping distance

54. Quadrant	Sight Distance [3]	
	55. Actual	56. Req'd
NE	330'	500'
SE	360'	500'
NW	210'	500'
SW	220'	500'

Clearing Sight Distances

View of trains at 25 ft from nearest rail

57. Quadrant	Sight Distance [4]	
	58. Actual	59. Req'd
NE	540'	
SE	910'	
NW	750'	
SW	>1500'	

60. Obstructions, Comments

Item [59. Req'd] is 1205'

See "Plan: Existing Railroad Crossing Sight Distances" for sight distance diagram and additional information

61. Diagram (Label Quadrants)

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62. By Jon Blomquist, P.E.	63. Title Senior Engineer	64. Date 9/2/2014
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3

RAILROAD CROSSING REPORT

DT1589 4/2011 (Replaces ED705)

Wisconsin Department of Transportation

1. Railroad Project ID 1150-54-50 Surface & 51 Signals		2. Operating Railroad SSAM	
3. Companion Construction Project ID 1150-54-71		4. Companion Hwy Constr. Letting Date July 12, 2016	5. Engineering ID 1154-50-00
6. Road Name CTH B		7. Official DOT/AAR Crossing Number 181344L	
8. Highway Number/Town Road/Street Name Sunset Beach Road		9. Railroad Subdivision and Milepost MANISTIQUE 9.17	
10. County Brown		11. Town/City/Village of Village of Suamico	

Attach sketch of crossing including track centers, approach grades and obstructions to view of approaching trains.

EXISTING DEVICES AT CROSSING

Provide information for both approaches	Northbound/Eastbound		Southbound/Westbound		Comments
	YES	NO	YES	NO	
12. Stop Signs	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
13. Cross Bucks	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
14. Wig Wag Signals	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
15. Flashing Light Signals	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/> 8" <input checked="" type="checkbox"/> 12" <input type="checkbox"/> INC <input checked="" type="checkbox"/> LED
16. Cantilever Signals	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> 8" <input checked="" type="checkbox"/> 12" <input type="checkbox"/> INC <input checked="" type="checkbox"/> LED
17. Gates	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
18. Crossing Illuminated	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	EB has light 70' from track. WB has no lights within 150' of xing.
19. Flagging	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
20. Bell	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> M <input checked="" type="checkbox"/> E
21. Sidelights	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Faces south at Side St.
22. Stop Bar	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Distance From Crossing 29' on both approaches
23. Public Road Intersection	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Side Street is approx. 70' W of Xing
24. Humped Crossing Sign	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
25. Railroad Advance Warning Signs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	279' on WB approach, Existing sign 225' on EB will remain
26. RXR Pavement Markings	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	279' on WB approach, EB markings at 225' will remain
27. Advisory Speed Signs	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

OTHER CROSSING INFORMATION

28. Total No. of Tracks 1	29. No. of Main Line Tracks 1	30. No. of Other Tracks 0	31. Angle of Crossing (60) LHF () RHF					
32. Total No. of Lanes 5	33. No. of Through Lanes 5	34. No. of Parking Lanes 0	35. No. Exclusive Use Lanes 0	36. No. Sidewalks 2	37. Sidewalk Width 5'10"	38. Pavement Width N/A	39. Curb <input checked="" type="checkbox"/> Y <input type="checkbox"/> N	40. Roadway Width N/A
41. Crossing Surface Type Endurance Proposed		42. Length of Existing Crossing 113.75' Proposed	43. Crossing Surface Condition Proposed		ADT 50. Year			
Average Daily	6 a.m.-6 p.m. Number	6 p.m.-6 a.m. Number	Timetable Speed	Maximum Typical Train Speed				
44. Passenger Trains	-	-	- MPH	- MPH	47. Highway ADT (present)	9,800 (2012)		
45. Freight Trains	5	3	49 MPH	49 MPH	48. Highway ADT (design)	18,100 (2036)		
46. Switching Moves	-	-	- MPH	- MPH	49. Posted Speed Limit	35		

SIGHT DISTANCES

Stopping Sight Distances

Distances at which crossing warning devices first visible (WDV) [1] and vehicle stopping distances (VSD) from crossing based on speed [2]

51. Approach	52. WDV	53. VSD
EAST	1100'	281'
WEST	440'	281'

Quadrant Sight Distances

View of trains from stopping distance

54. Quadrant	Sight Distance [3]	
	55. Actual	56. Req'd
NE	310'	500'
SE	370'	500'
NW	210'	500'
SW	220'	500'

Clearing Sight Distances

View of trains at 25 ft from nearest rail

57. Quadrant	Sight Distance [4]	
	58. Actual	59. Req'd
NE	525'	
SE	910'	
NW	750'	
SW	>1500'	

60. Obstructions, Comments

Proposed Railroad Crossing Report

Item [59. Req'd] is 1205'. See "Plan: Proposed Railroad Crossing Sight Distances" for sight distance diagram and additional information

61. Diagram (Label Quadrants)

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62. By Jon Blomquist, P.E.	63. Title Senior Engineer	64. Date 10/1/2014
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3

Attachment 4
Existing Crossing Photos

Figure 3: Photograph Layout At-Grade Crossings

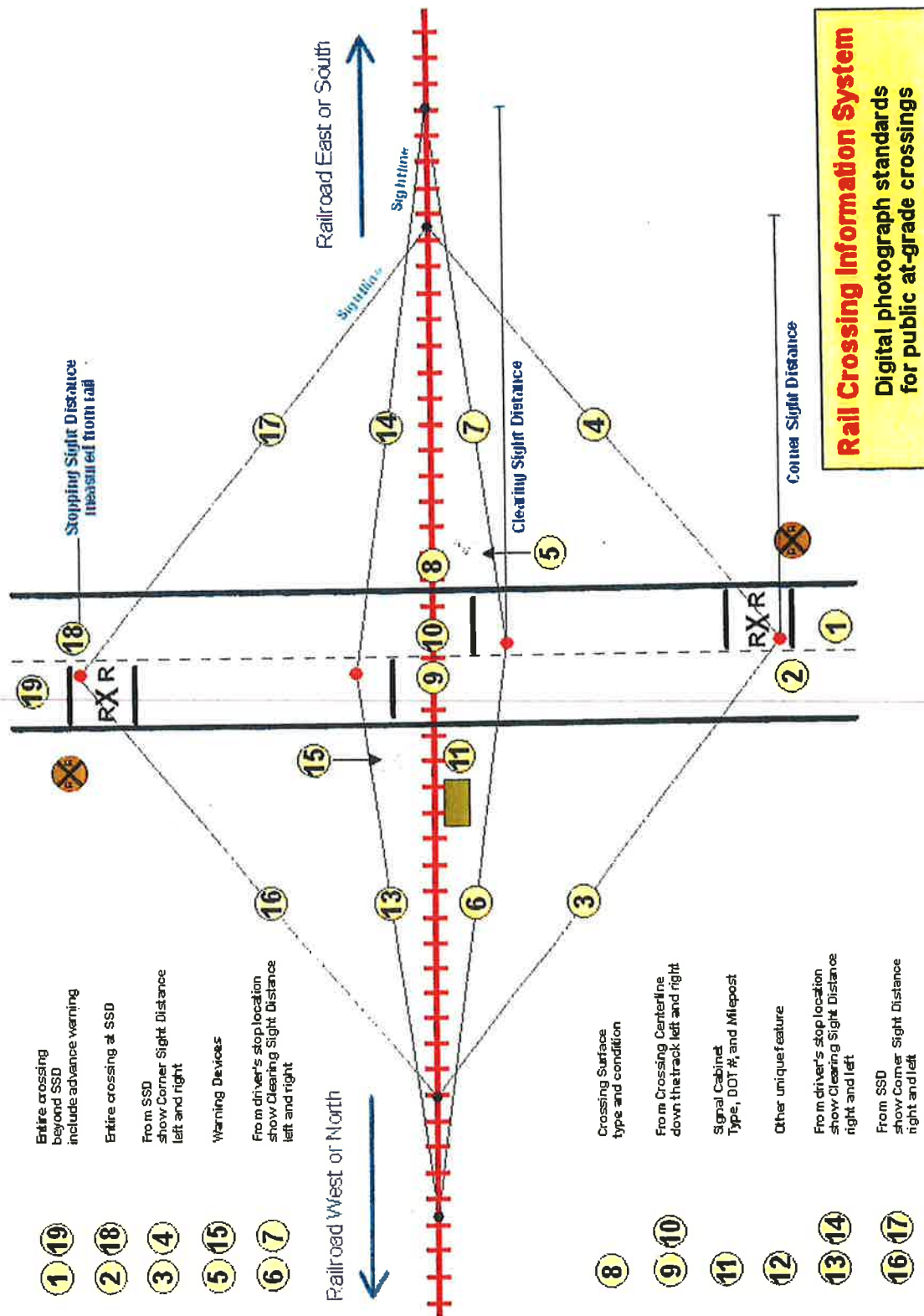




Photo 1 (Beyond VSD Entire Crossing)



Photo 2 (West approach at VSD looking east)



Photo 3 (West Approach at VSD looking north [obstructed view corner sight distance])



Photo 4 (West Approach at VSD looking south [obstructed view corner sight distance])



Photo 5 (West Approach Warning Device)



Photo 6 (West Approach at stop bar looking north) [obstructed view clearing sight distance]



Photo 7(West Approach at stop bar looking south) [clearing sight distance]



Photo 8 (Crossing Surface condition and type)



Photo 9 (looking North at CTH B crossing)

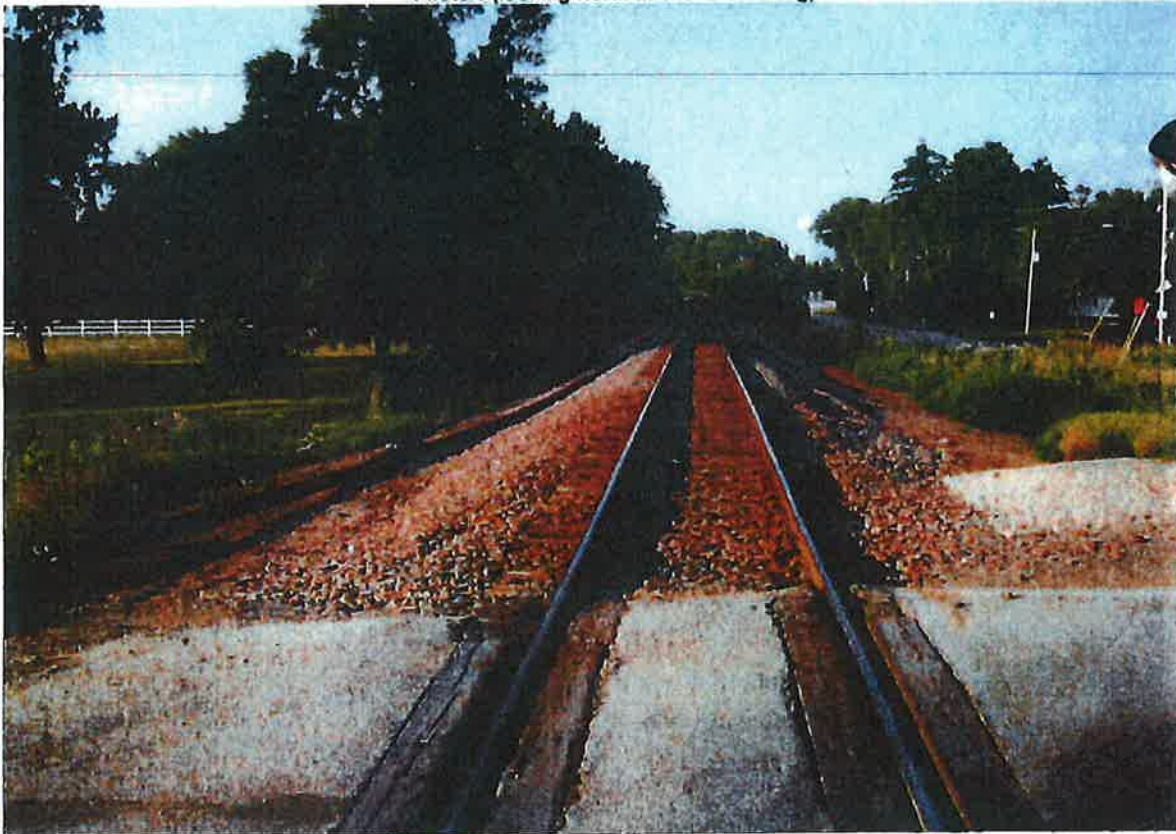


Photo 10 (looking South at CTH B crossing)



Photo 11 (Signal Cabinet)



Photo 12 (Unique feature: Side Street Intersection 70' west of west approach along south side)



Photo 13 (East Approach at stop bar looking north) [obstructed view clearing sight distance]



Photo 14 (East Approach at stop bar looking south) [obstructed view clearing sight distance]

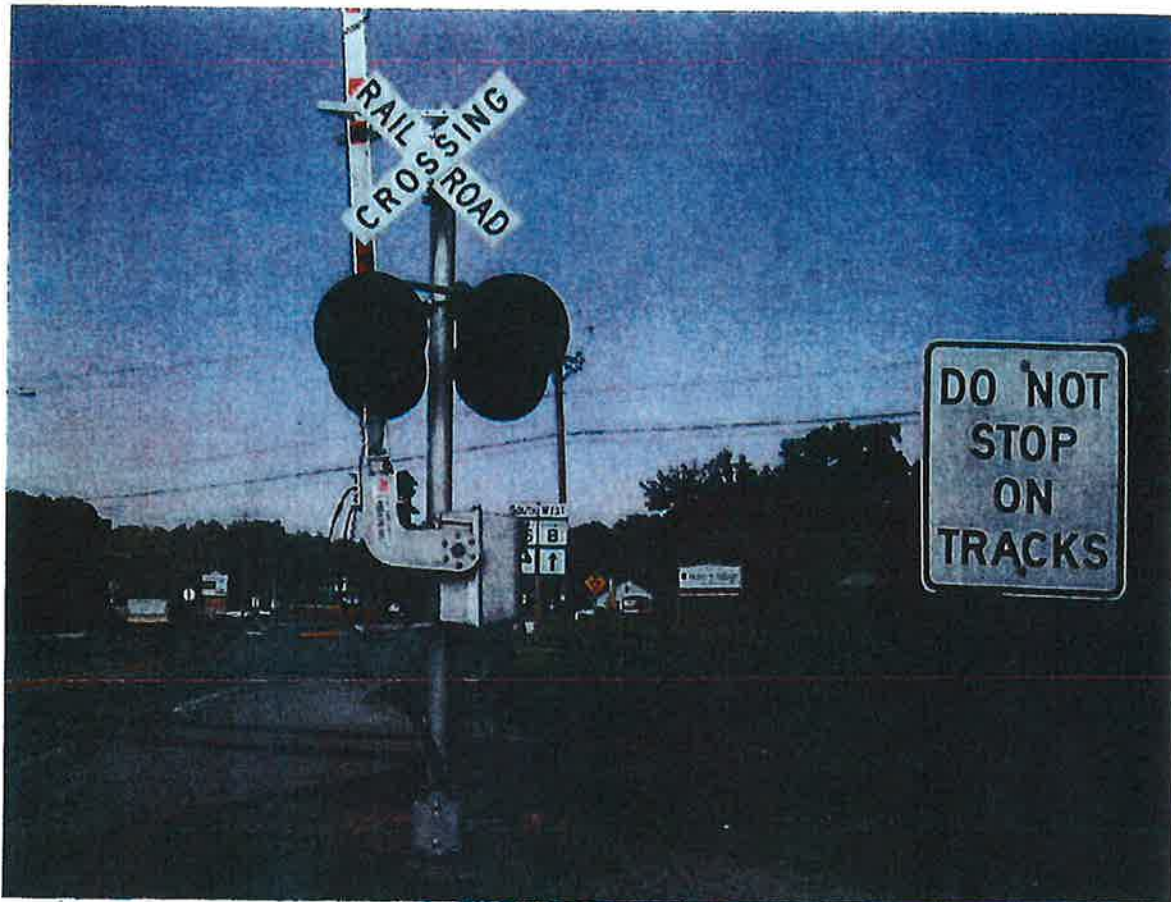


Photo 15 East Approach Warning Device

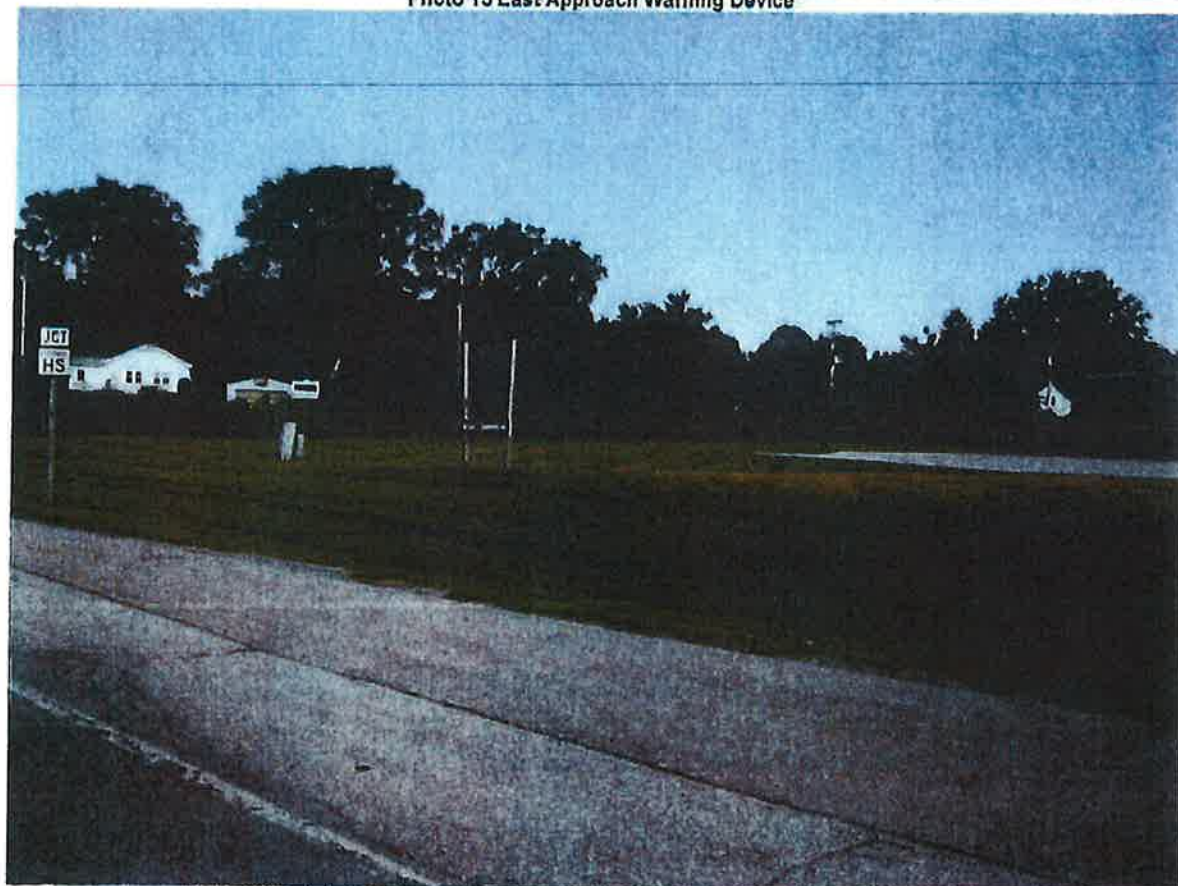


Photo 16(East Approach at VSD looking north) [obstructed view corner sight distance]



Photo 17 (East Approach at VSD looking south) [obstructed view corner sight distance]

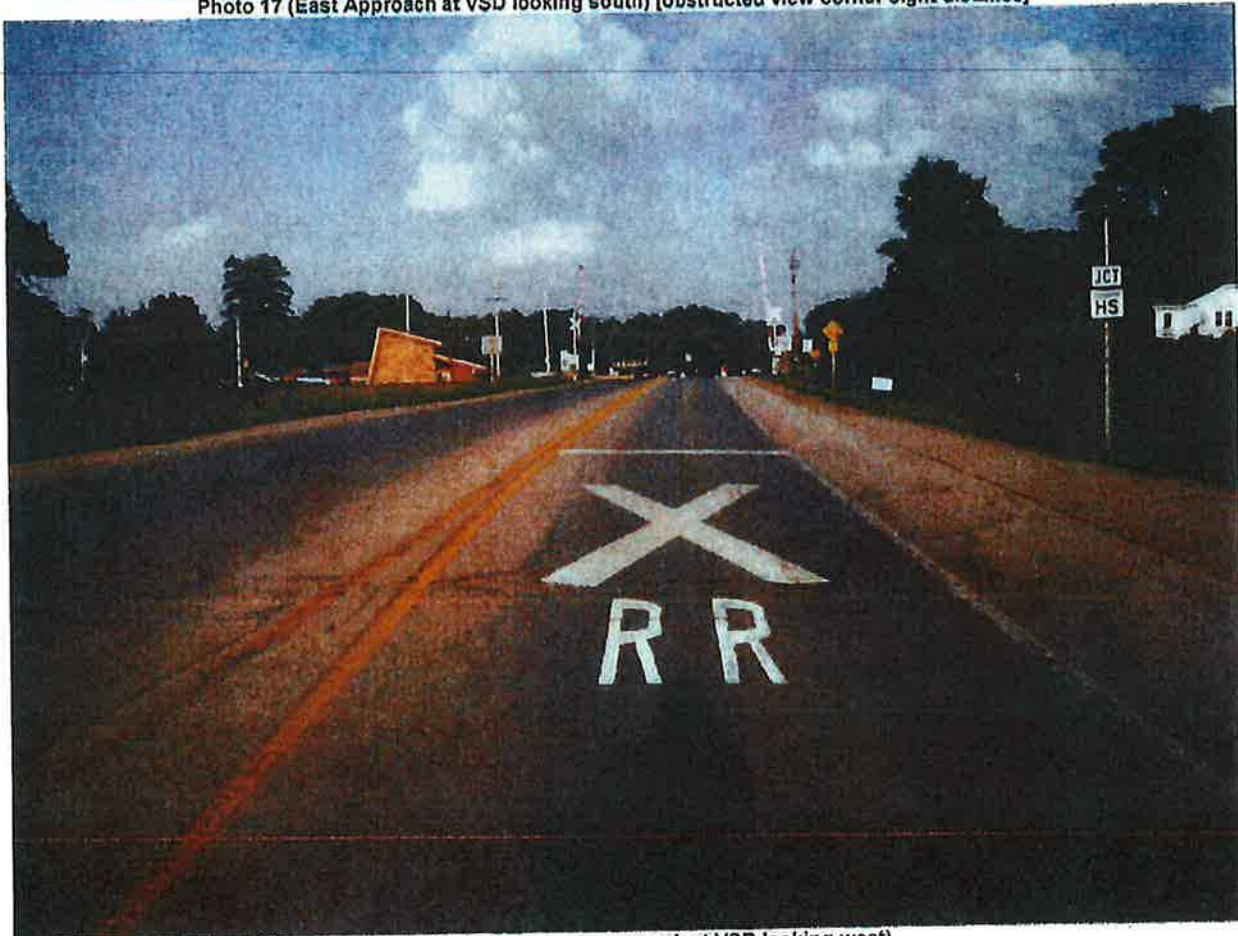


Photo 18 (East crossing approach at VSD looking west)

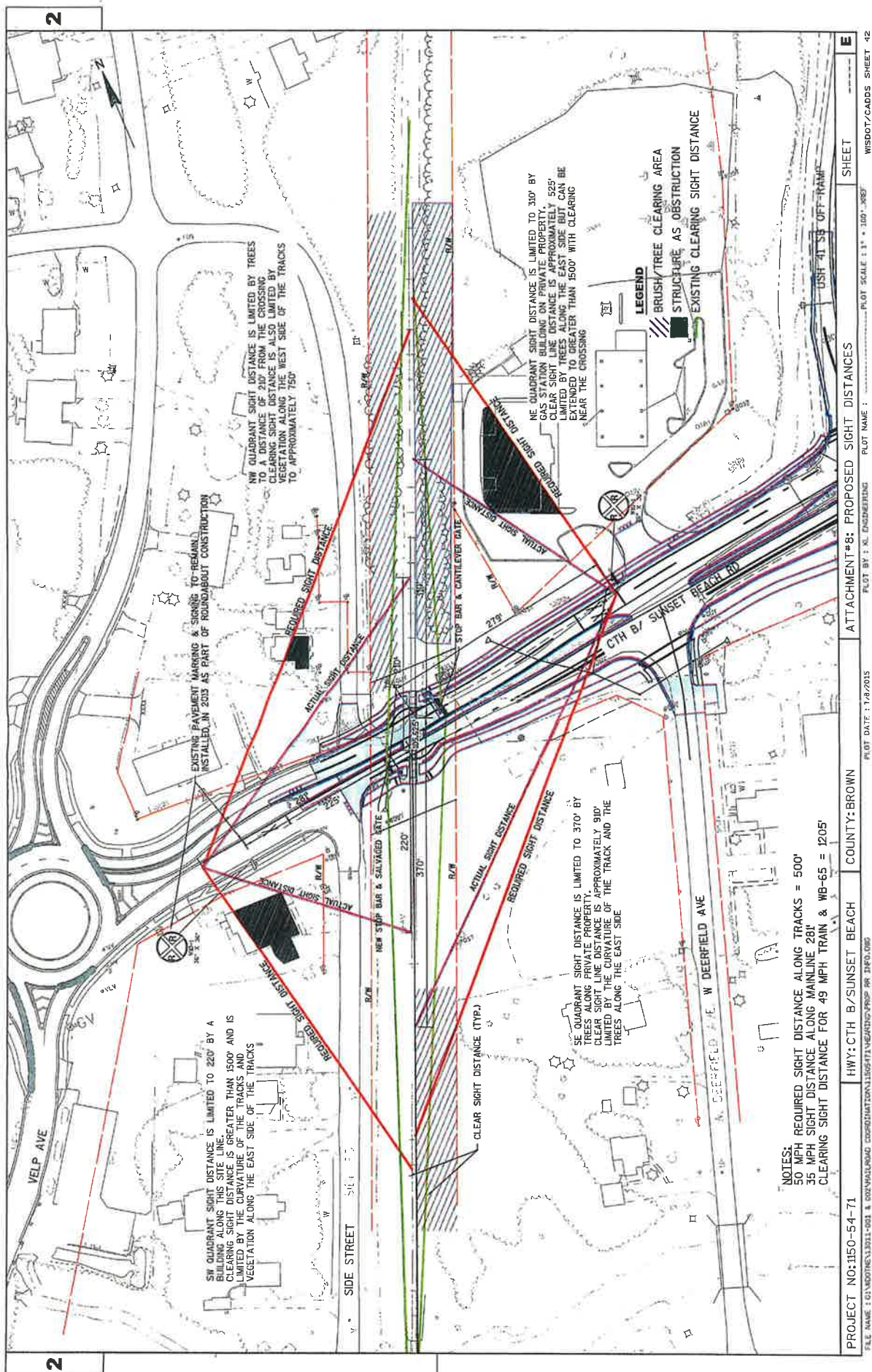


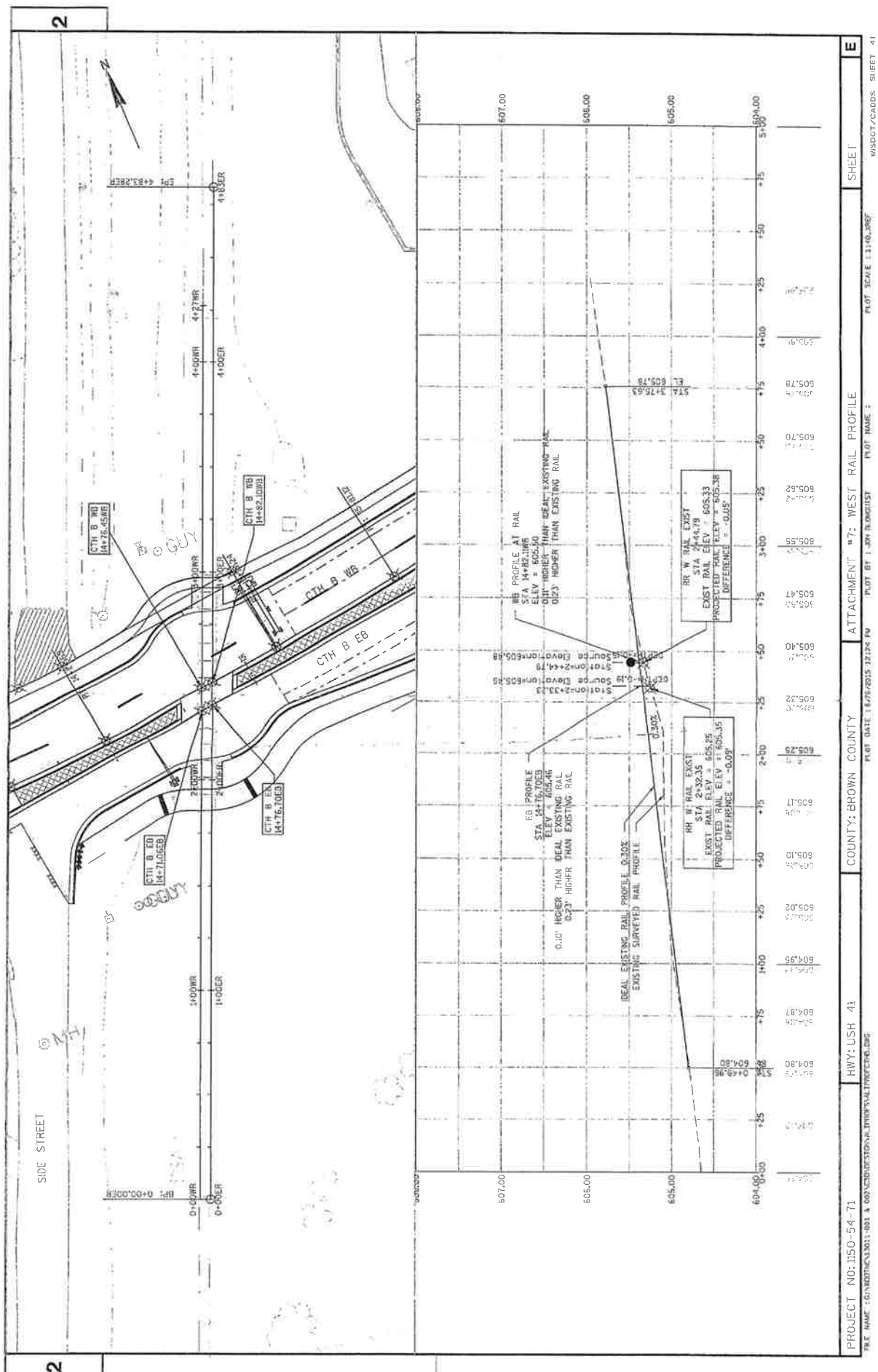
Photo 19 (East approach past advance warning signs looking west)

Attachment 5
Existing Crossing Geometrics

Attachment 8

Crossing Sight Distances



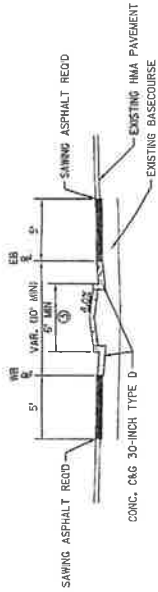


Attachment 7

Railroad Profile

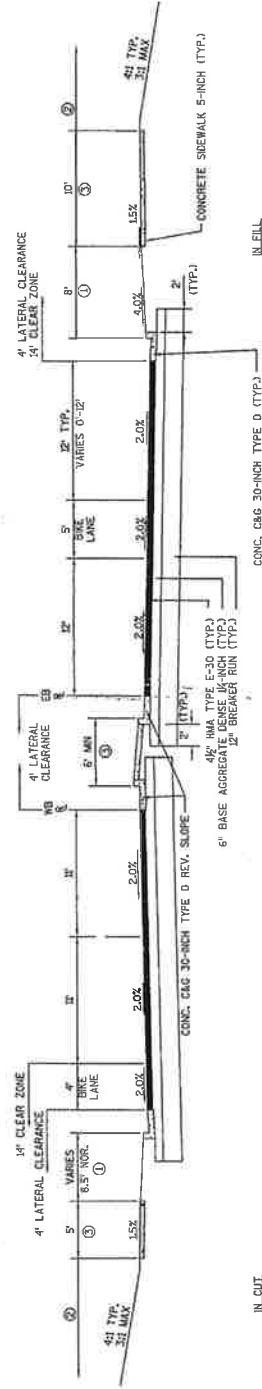
LEGEND

- ① TOPSOIL, SEEDING MIXTURE NO 40, EROSION MAT URBAN CLASS I TYPE A
- ② SALVAGED TOPSOIL, SEEDING MIXTURE NO 40, MULCH
- ③ CONCRETE SIDEWALK 5-INCH



FINISHED TYPICAL SECTION CTH B

STA 12+90.64WB TO 13+53.54WB
13+20.77EB TO 13+71.50EB

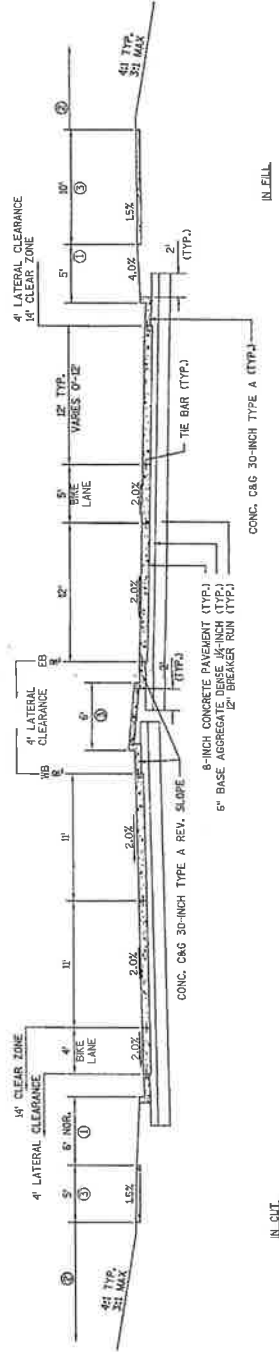


IN CUT

IN FILL

FINISHED TYPICAL SECTION CTH B

STA 13+71.50EB TO 15+00.00EB
STA 13+53.45WB TO 15+25.00WB



IN CUT

IN FILL

FINISHED TYPICAL SECTION CTH B

STA 15+00EB TO 18+40EB

PROJECT NO: 1150-54-71

HWY: USH 41

COUNTY: BROWN

FINISHED TYPICAL SECTIONS

SHEET

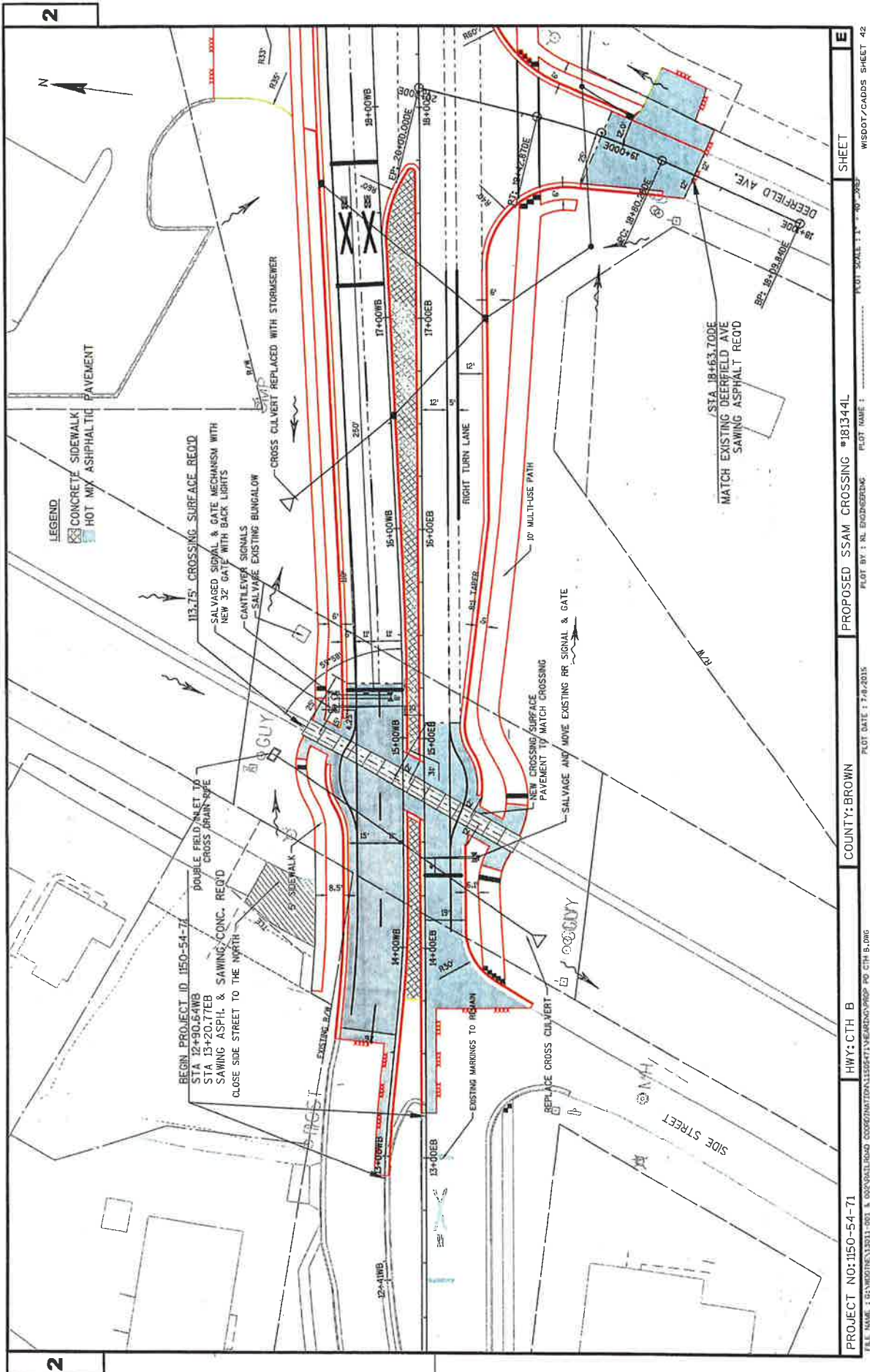
WISDOT/CADD SHEET 42

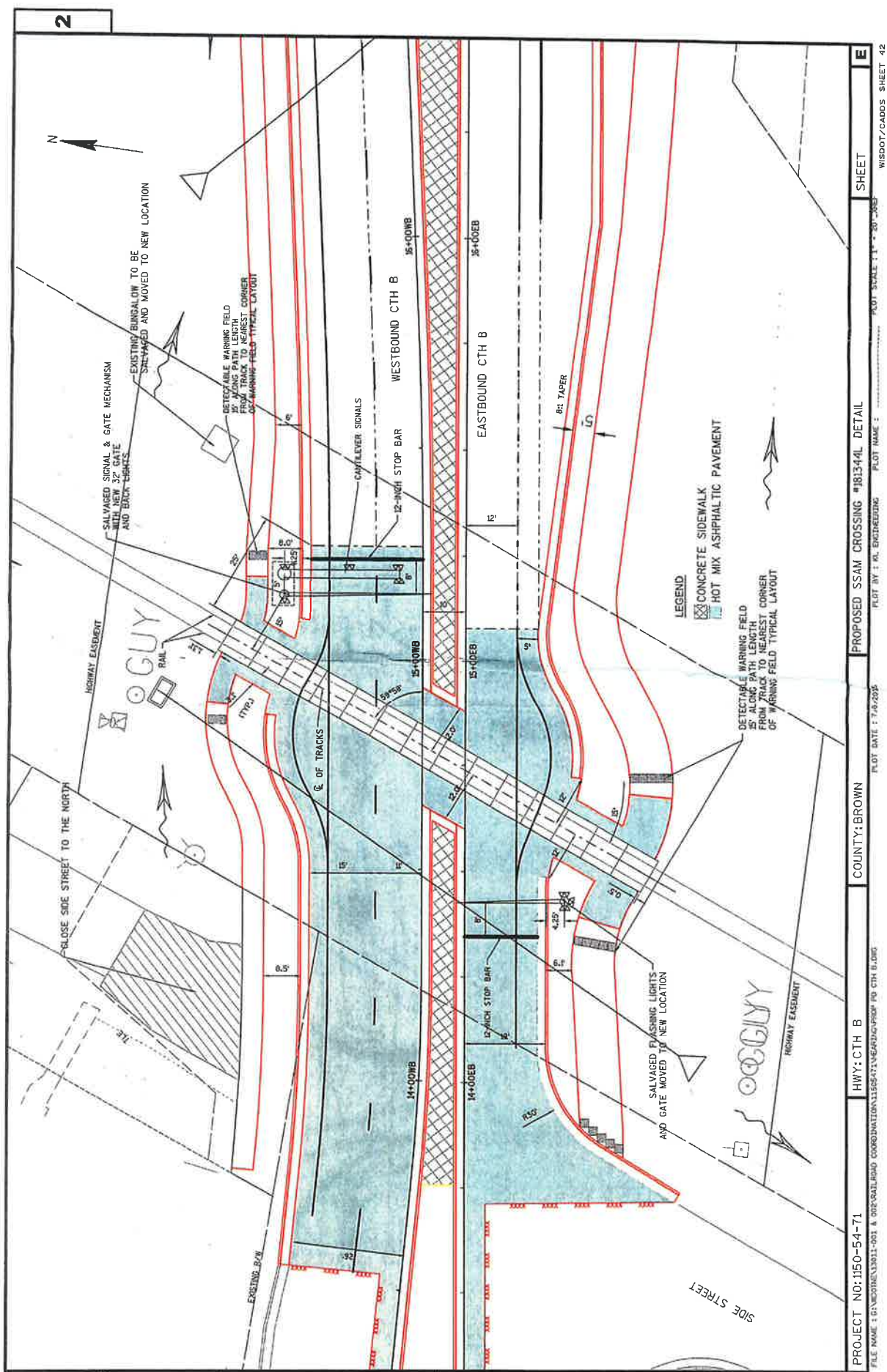
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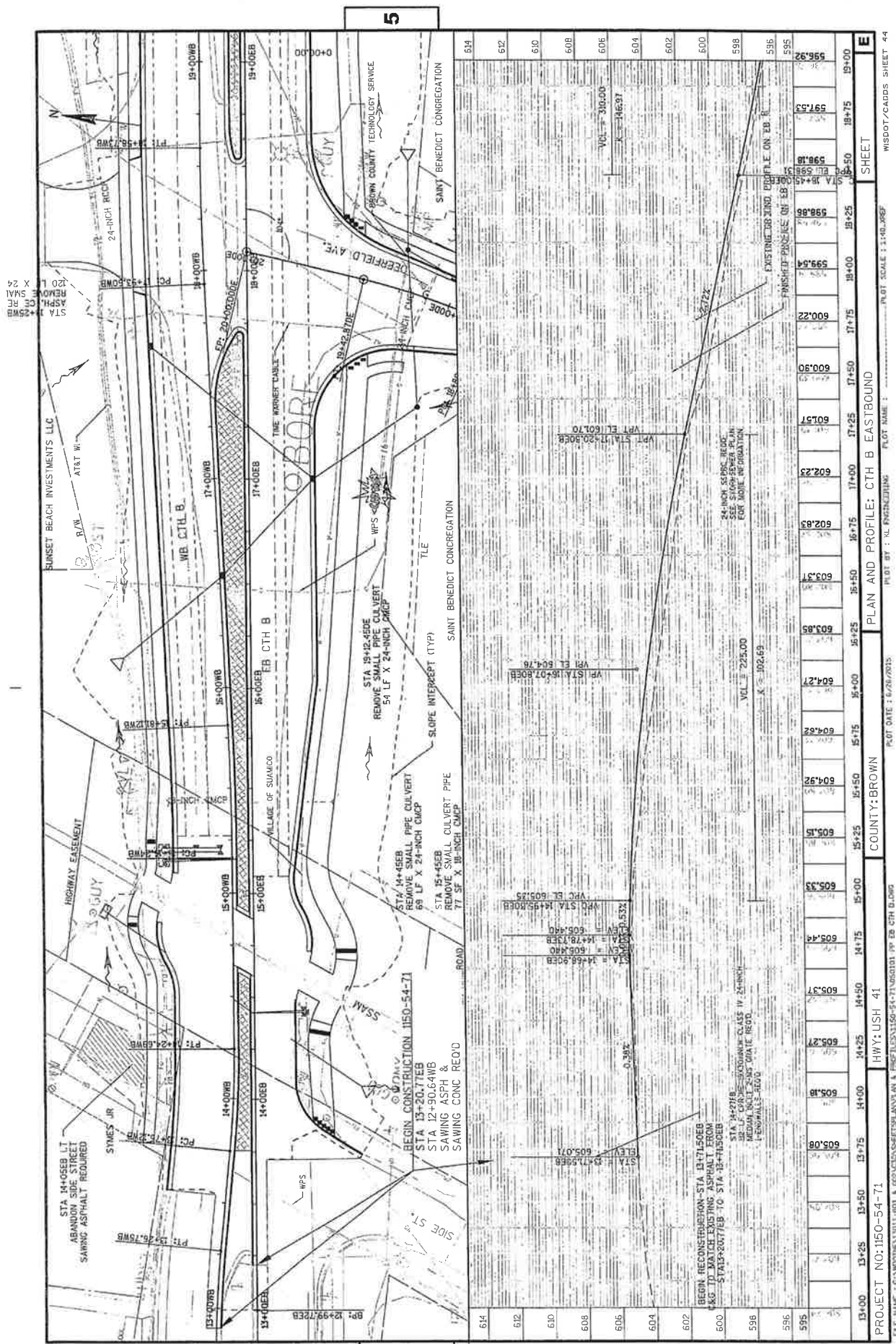
PLOT DATE: 4/20/2015

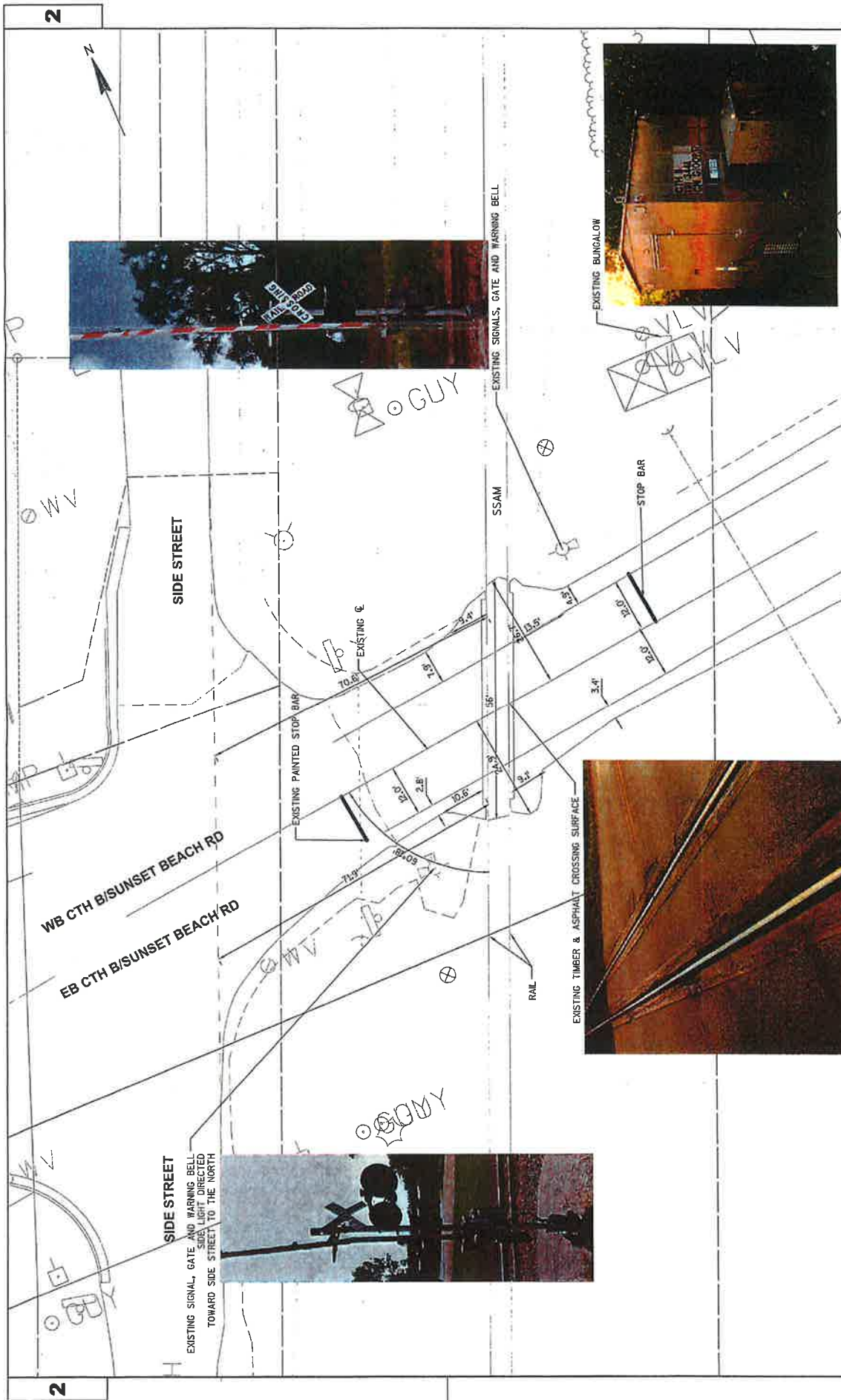
PLOT BY: KL ENGINEERING

PLOT NAME: 1150-54-71









3

BUDGET ADJUSTMENT REQUEST

15-81

Category

Approval Level

- ☐ 1 Reallocation from one account to another in the same level of appropriation
- ☐ 2 Reallocation due to a technical correction that could include:
- Reallocation to another account strictly for tracking or accounting purposes
 - Allocation of budgeted prior year grant not completed in the prior year
- ☐ 3 Any change in any item within the Outlay account which does not require the reallocation of funds from another level of appropriation
- ☐ 4 Any change in appropriation from an official action taken by the County Board (i.e. resolution, ordinance change, etc.)
- ☐ 5 a) Reallocation of up to 10% of the originally appropriated funds between any levels of appropriation (based on lesser of originally appropriated amounts)
- ☒ 5 b) Reallocation of more than 10% of the funds original appropriated between any of the levels of appropriation.
- ☐ 6 Reallocation between two or more departments, regardless of amount
- ☐ 7 Any increase in expenses with an offsetting increase in revenue
- ☐ 8 Any allocation from a department's fund balance
- ☐ 9 Any allocation from the County's General Fund

Dept Head

Director of Admin

County Exec

County Exec

Admin Committee

Oversight Comm
2/3 County Board

Oversight Comm
2/3 County Board

Oversight Comm
2/3 County Board

Oversight Comm
2/3 County Board

Oversight Comm
Admin Committee
2/3 County Board

Justification for Budget Change:

Facility Management would like to re-allocation some funds currently reserved for future or cancelled projects to projects that have been added or moved up in priority or that are complete but ran over budget so more funds need to be added to close out the project. This budget is currently budgeted in Facility Management's operating fund (100.054). See attached spreadsheet.

Increase	Decrease	Account #	Account Title	Amount
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.054.038.6110.100	Outlay	8,045.00
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.054.038.6110.020	Outlay Equipment	7,584.00
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.054.038.5307.300	Rep/Malt-Building	14,409.00
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.054.038.5307.100	Rep/Malt-Equip	4,000.00
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.054.041.5307.300	Rep/Malt-Building	250.00
<input type="checkbox"/>	<input checked="" type="checkbox"/>	100.054.038.5307.400	Rep/Malt-Grounds	26,325.00
<input type="checkbox"/>	<input checked="" type="checkbox"/>	100.054.001.5307.400	Rep/Malt-Grounds	20,000.00
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.054.038.5601.350	Inter-Dept Charge-Highway	7,437.00
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.054.042.5307.100	Rep/Malt-Equip	4,600.00

AUTHORIZATIONS

Signature of Department Head

Department: Public Works

Date: 11/3/15

Signature of DOR or Executive

Date: 11/24/15

2015 Open Purchase Orders

PO#	Vendor	Project	Budget	Status
2015-448	Onwer Purchase LEC Roof Replacement		\$ -	Closed
2015-494	ABC Supply Co Inc.	LEC Roof Replacement	\$ -	Closed

Total Estimated \$ -

Proj #	Project	2015 Budget	exp	Remaining	Available	Final Balance	Notes
FM15-1	Roof Replacement Law	\$ 78,700.00	84,744.91	(6,044.91)	0.00	0.00	This project is done and went over a little bit. Reason is because the parapet wall needed repairs when we were doing this project. Using funds from other projects to cover the overage.
FM15-2	Replace Ceiling WRC Waiting Room (Safety Issue)	\$ 10,000.00	5,910.00	4,090.00	(4,000.00)	0.00	This project is done and came in under budget. Funds SIB Avail for other
FM15-3	Install Soft Starts on Elevator Motors - Courthouse	\$ 12,000.00	-	12,000.00	(12,000.00)	0.00	not do this and use this budget to cover the overage.
FM15-4	According Partition Wall Replacement - Sophie Beaumont	\$ 8,200.00	-	8,200.00	(8,200.00)	0.00	Not doing now. Once we know where folks are going with the upcoming moves we'll incorporate this into that.
FM15-6	Shelter Care Parking Lots-Safety	\$ 16,500.00	-	16,500.00		16,500.00	Active Project. Do in 2016 with the add'l budget in 2018
FM15-8	UW Ext Parking Lots	\$ 16,500.00	-	16,500.00		16,500.00	Active Project. Do in 2016 with the add'l budget in 2018
FM15-7	Driveway Southside Courthouse	\$ 26,325.00	-	26,325.00	(26,325.00)	0.00	On Hold until further notice. Having issue with them having time to do so. Like to reprioritize the funds to a project needed to do now since we are unsure when this will happen.
FM15-9	Fencing Graveyard Form MHC (Safety/Respect)	\$ 20,000.00	-	20,000.00	(20,000.00)	0.00	On Hold until further notice. Like to reprioritize the funds to a project needed to be done now since we are unsure when this will happen.
FM15-8	Service Area Floors-CTC	\$ 15,000.00	15,250.00	(250.00)	250.00	0.00	This project is done and went over a little bit. Missed restroom entry way in original estimate. Using funds from other projects to cover the overage.
FM15-10	Sophie Beaumont Parking Lot	\$ 50,000.00	57,436.70	(7,436.70)	7,436.70	0.00	This project is done. Went over on this one. C. GB shut us down for a while caused extra costs. Add'l permits not aware of needing.
FM15-11	Work Release AC Unit Replacement			0.00	7,584.00	7,584.00	Project Added
FM15-12	Shelter Care Kitchen Cabinets Replacement			0.00	9,000.00	9,000.00	Project Added
FM15-13	Courthouse Chiller Controls Replacement			0.00	4,000.00	4,000.00	Project Added
FM15-14	Jail Generator Cooling System Maintenance			0.00	4,600.00	4,600.00	Project Added
FM15-15	Child Support Carpet 933 sq ft replacement 4th Floor			0.00	29,699.39	29,699.39	Project Added. Rest to come out of contract services
Total Est Proj Cost NOT on PO		\$ 251,225.00	\$ 163,341.61	\$ 87,883.39	\$ -	\$ 87,883.39	

PUBLIC WORKS DEPARTMENT

Brown County

2198 GLENDALE AVENUE
GREEN BAY, WI 54303

PHONE (920) 492-4925 FAX (920) 434-4576
EMAIL: bc_highway@co.brown.wi.us

PAUL A. FONTECCHIO, P.E.
INTERIM DIRECTOR

TO: PD&T Committee
FROM: Paul Fontecchio, P.E.
DATE: November 30, 2015
RE: Summary of Operations

The Public Works Department is performing below budget through the month of October. The end of October represents 83.3% of the year. Here is a summary of our operations:

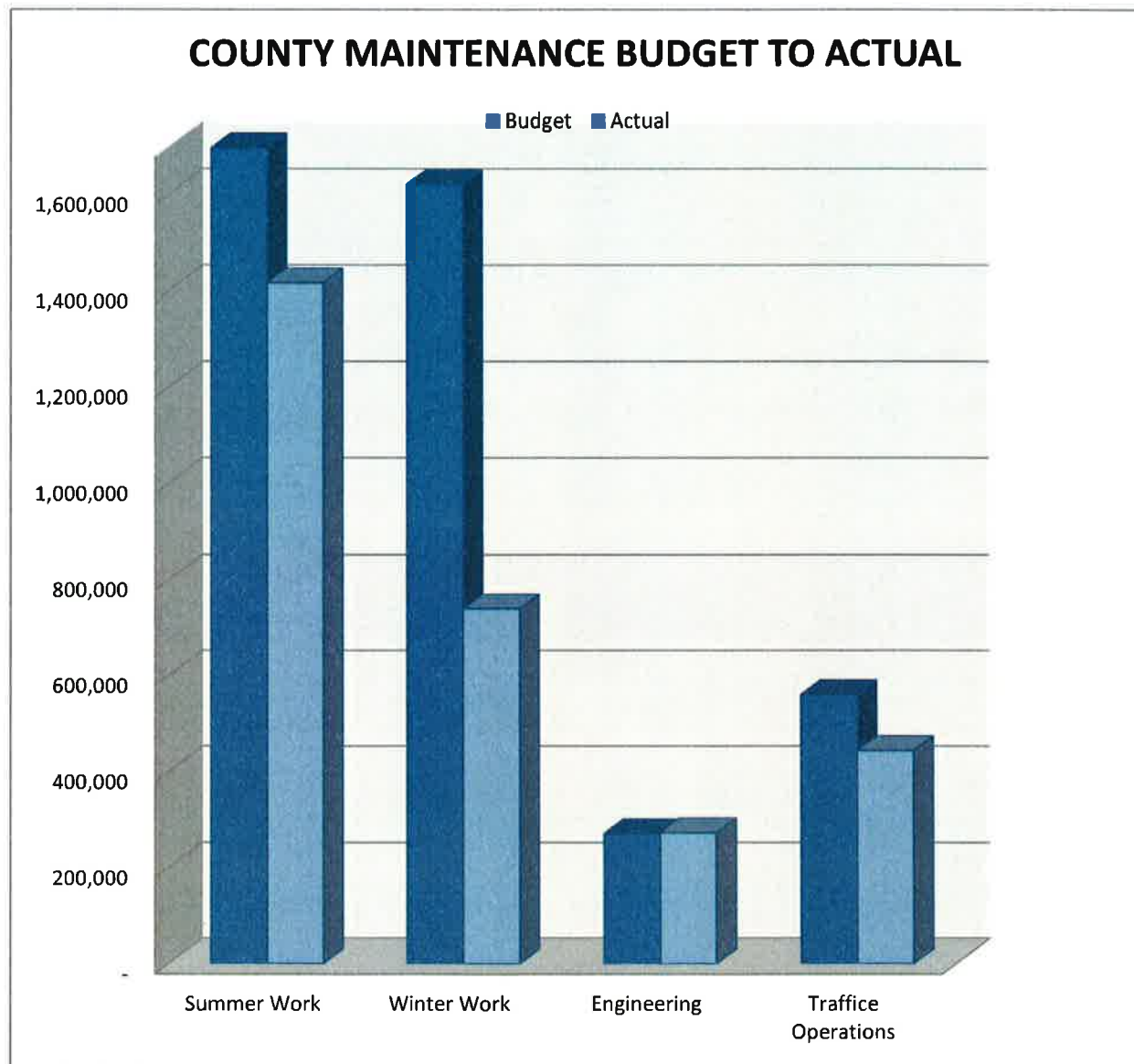
(240) County Maintenance	69.23%
(660) State Maintenance	62.56%
(660) Other Work (Interdepartmental, Municipal, etc.)	96.57%
(400) Capital Projects	98.49%
Facilities	77.59%

Please see the attached charts for more details.

6

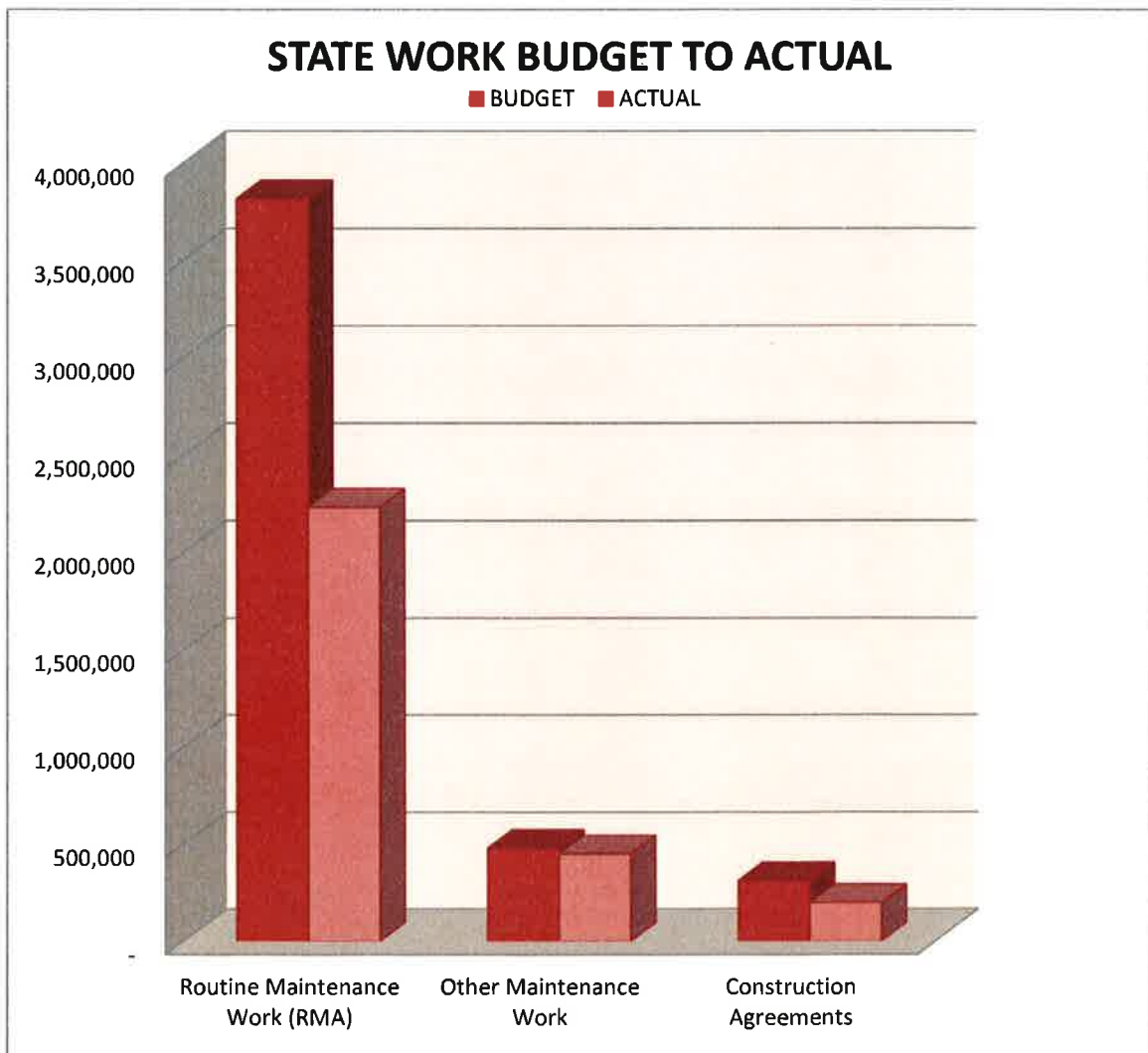
**BROWN COUNTY PUBLIC WORKS
COUNTY MAINTENANCE BUDGET TO ACTUAL-FUND 240
AS OF 10/31/15**

	Budget	Actual	Remaining	Percentage Used
Summer Work	1,696,000	1,415,761	280,239	83.48%
Winter Work	1,619,039	738,483	880,556	45.61%
Engineering	270,500	272,545	(2,045)	100.76%
Traffic Operations	559,657	442,812	116,845	79.12%
Total	4,145,196	2,869,601	1,275,595	69.23%



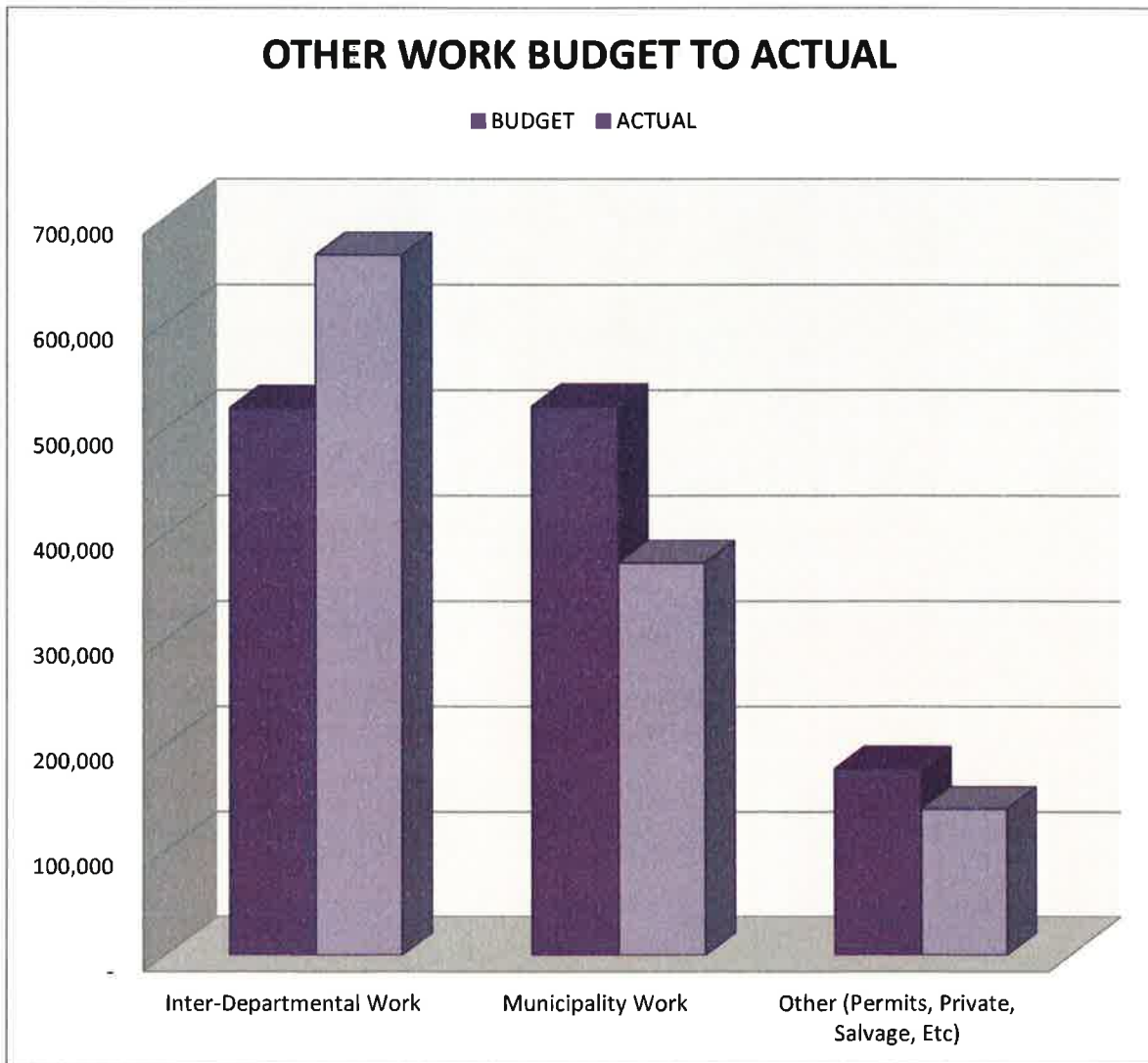
**BROWN COUNTY PUBLIC WORKS-HIGHWAY
STATE WORK BUDGET TO ACTUAL
AS OF 10/31/2015**

	Budget	Actual	Remaining	Percentage Used
Routine Maintenance Work (RMA)	3,815,600	2,233,129	1,582,471	58.53%
Other Maintenance Work	477,252	449,677	27,575	94.22%
Construction Agreements	310,160	196,731	113,429	63.43%
Total	4,603,011	2,879,536	1,723,475	62.56%



BROWN COUNTY PUBLIC WORKS-HIGHWAY OTHER WORK BUDGET TO ACTUAL AS OF 10/31/2015

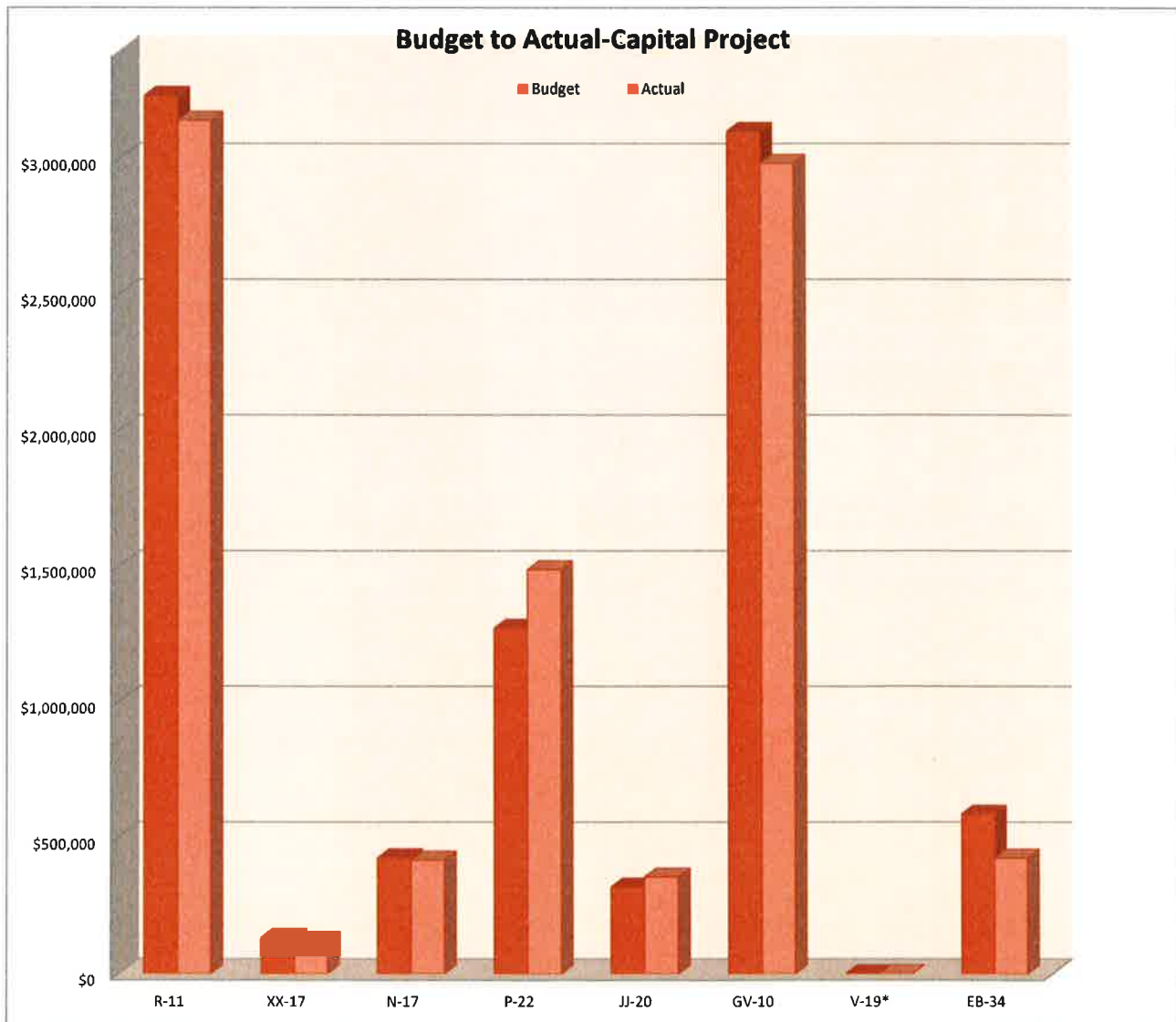
	Budget	Actual	Remaining	Percentage Used
Inter-Departmental Work	519,780	664,831	(145,051)	127.91%
Municipality Work	521,300	372,792	148,508	71.51%
Other (Permits, Private, Salvage, Etc)	177,785	139,491	38,294	78.46%
Total	1,218,865	1,177,114	41,751	96.57%



**BROWN COUNTY HIGHWAY DEPARTMENT
CAPITAL PROJECT EXPENSE-BUDGET TO ACTUAL
AS OF 10/31/15**

Project	Project Description	% BC Cost	Budget	Actual	Remaining	Percentage
R-11	Resurfacing CTH KB to USH 141	100%	\$3,231,425	\$3,140,922	\$90,503	97.20%
XX-17	Resurfacing RR Crossing to City Limits	100%	\$130,748	\$119,888	\$10,860	91.69%
N-17	Resurfacing CTH P to East County Line	100%	\$424,000	\$415,343	\$8,657	97.96%
P-22	Resurfacing CTH N to STH 54	100%	\$1,270,012	\$1,485,957	-\$215,945	117.00%
JJ-20	Resurfacing CTH QQ to Micolichuk	100%	\$316,973	\$353,825	-\$36,852	111.63%
GV-10	Reconstruction CTH X to CTH G	50%	\$3,100,378	\$2,982,472	\$117,907	96.20%
V-19*	Reconstruction Daly Drive to CTH GV	25%*	\$0	\$0	\$0	0.00%
EB-34	Reconstruction Preservation Way Roundabout	50%	\$585,000	\$423,544	\$161,456	72.40%
Total			\$9,058,536	\$8,921,952	\$136,584	98.49%

* Note: V-19 was funded 100% by the Village of Bellevue in 2015. Brown County will sharing the costs associated with mainly the right-of-way acquisition. The estimated \$738,400 will be paid back to the Village over 10 years starting in 2016.

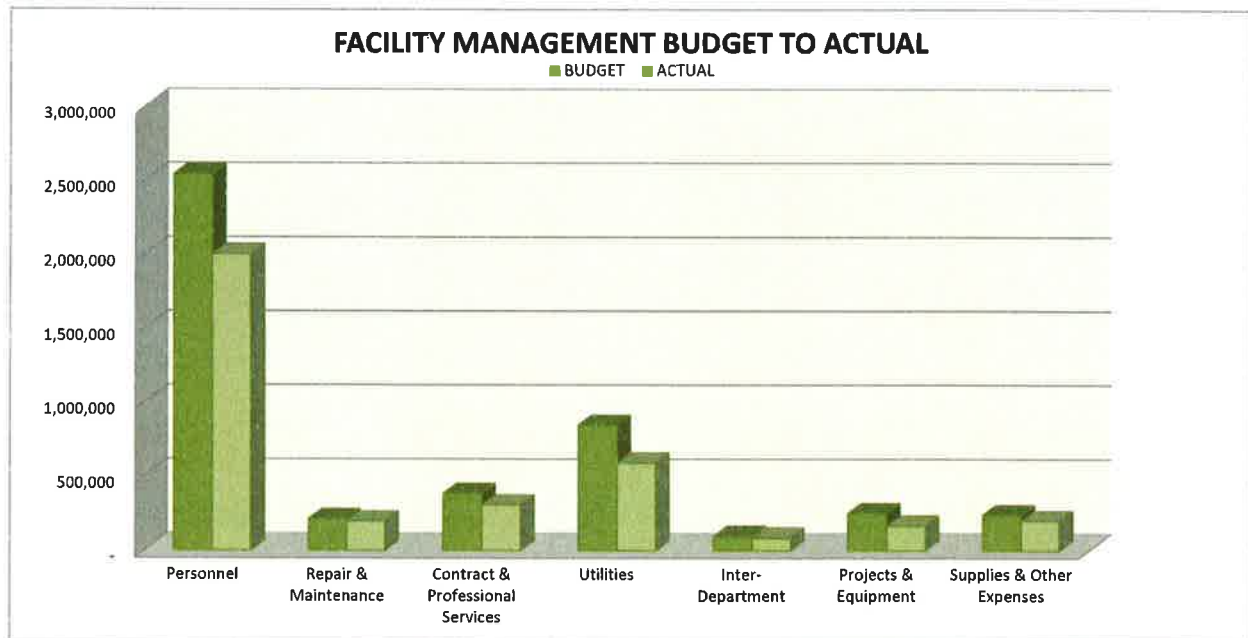


**BROWN COUNTY PUBLIC WORKS
COUNTY AID BRIDGE FUND THROUGH
October 31, 2015**

	Balance 1/1/2015	County Levy	District Levy	Total Available	2015 Expenditures	Balance 10/31/2015
BROWN COUNTY	1,790,158.33	135,000.00		1,925,158.33	237,295.68	1,687,862.65
TOWN						
Eaton	2,367.22		35,000.00	37,367.23	5,105.52	32,261.71
Glenmore	74,960.52		20,000.00	94,960.52	9,550.50	85,410.02
Green Bay	77,505.82			77,505.82		77,505.82
Holland	65,178.66			65,178.66		65,178.66
Humboldt	15,789.10			15,789.10		15,789.10
Lawrence	45,419.05		50,000.00	95,419.05	11,093.28	84,325.77
Ledgeview	96,554.24			96,554.24	-	96,554.24
Morrison	29,749.04			29,749.04	18,813.24	10,935.80
New Denmark	54,219.24		5,000.00	59,219.24	-	59,219.24
Pittsfield	104,523.56			104,523.56	77,092.65	27,430.91
Rockland	56,306.18			56,306.18	7,025.41	49,280.78
Scott	26,220.12			26,220.12	14,448.32	11,771.80
Wrightstown	353,379.10		25,000.00	378,379.10	846.95	377,532.15
					-	
					-	
					-	
VILLAGE						
Ashwaubenon	127,604.44			127,604.44	-	127,604.44
Bellevue	147,043.88			147,043.88	-	147,043.88
Howard	263,626.70			263,626.70	43,381.07	220,245.63
Hobart	49,856.25			49,856.25	49,938.77	(82.52)
Suamico	199,855.26			199,855.26		199,855.26
TOTAL	3,580,316.67	135,000.00	135,000.00	3,850,316.67	474,591.37	3,375,725.30

**BROWN COUNTY PUBLIC WORKS
FACILITY MANAGEMENT BUDGET TO ACTUAL
AS OF 10/31/2015**

	Budget	Actual	Remaining	% Used
Personnel	2,542,683	2,003,523	539,160	78.80%
Repair & Maintenance	210,324	196,284	14,040	93.32%
Contract & Professional Services	381,680	306,681	74,999	80.35%
Utilities	846,607	590,594	256,013	69.76%
Inter-Department	94,905	85,066	9,839	89.63%
Projects & Equipment	251,225	163,342	87,883	65.02%
Supplies & Other Expenses	239,220	197,986	41,234	82.76%
Total	4,566,644	3,543,476	1,023,168	77.59%



PUBLIC WORKS DEPARTMENT

*Brown County*2198 GLENDALE AVENUE
GREEN BAY, WI 54303PHONE (920) 492-4925 FAX (920) 434-4576
EMAIL: bc_highway@co.brown.wi.usPAUL A. FONTECCHIO, P.E.
INTERIM DIRECTOR

TO: PD&T Committee

FROM: Paul Fontecchio, P.E.

DATE: November 30, 2015

RE: Director's Report

PROJECT UPDATES:**CTH V:** The road was opened to traffic on November 6th.**CTH GV:** The road was opened to traffic on November 13th. There will be some landscaping cleanup work needed in the spring of 2016.**CTH EB:** The roundabout was opened to traffic on October 16th.**CTH T:** The road was opened to traffic on November 6th.**2015-2020 LOCAL PROGRAM STP & BRIDGE FUNDING:**

Earlier this year we applied for STP-Rural, STP-Urban, and Bridge Funding. The following chart shows the projects we have received state/federal funding for:

BRIDGES:

PROJECT I.D.	BRIDGE I.D.	PROJECT TITLE	PROJECT LIMITS	PROJ. TYPE	PROJ. COST
3271-00-00	B050711	V. Suamico, CTH HS	Suamico River Bridge	Design	\$181,117
3271-00-71	B050711	V. Suamico, CTH HS	Suamico River Bridge	Construction	\$743,465
4327-08-00	B050033	T. New Denmark, CTH R	Devil's River Trail Bridge	Design	\$177,840
4327-08-71	B050033	T. New Denmark, CTH R	Devil's River Trail Bridge	Construction	\$728,722
4327-09-00	B050038	T. New Denmark, CTH R	S. Wall Street Bridge	Design	\$198,467
4327-09-71	B050038	T. New Denmark, CTH R	S. Wall Street Bridge	Construction	\$821,496
4546-02-00	B050010	T. Wrightstown, CTH D	Plum Creek Bridge	Design	\$162,987
4546-02-71	B050010	T. Wrightstown, CTH D	Plum Creek Bridge	Construction	\$661,913
4603-05-00	B050005	V. Bellevue, CTH V	Bower Creek Bridge	Design	\$205,530
4603-05-71	B050005	V. Bellevue, CTH V	Bower Creek Bridge	Construction	\$753,820
9269-07-00	P050080	T. Pittsfield, Brookside Dr.	S. Branch Suamico River Bridge	Design	\$106,103
7269-07-71	P050080	T. Pittsfield, Brookside Dr.	S. Branch Suamico River Bridge	Construction	\$406,058
9286-05-00	B050015	V. Suamico, CTH J	Suamico River Bridge	Design	\$206,027
9286-05-71	B050015	V. Suamico, CTH J	Suamico River Bridge	Construction	\$756,055

STP-RURAL:

PROJECT I.D.	ROUTE	PROJECT TITLE	PROJECT LIMITS	PROJ. TYPE	PROJECT COST
4616-03-71	CTH ZZ	T. Wrightstown, CTH ZZ	Clay St. – Meadowlark Rd.	Construction	\$3,021,746

STP-URBAN:

PROJECT I.D.	ROUTE	PROJECT TITLE	PROJECT LIMITS	PROJ. TYPE	PROJECT COST
4556-03-00-71	CTH GV	V. Bellevue, CTH GV	Hoffman Rd – STH 172	Design	\$269,504
4556-03-00-71	CTH GV	V. Bellevue, CTH GV	Hoffman Rd – STH 172	Construction	\$1,986,875

TOTALS:

	<u>Total Cost</u>	<u>Federal</u>	<u>/</u>	<u>Local</u>
Brown County Bridge Total:	\$5,597,439	(80/20 = \$4,477,951	/	\$1,119,488)
Brown County Rural Total:	\$3,021,746	(80/20 = \$2,417,400	/	\$604,346)
Brown County Urban Total:	\$2,688,379	(50/50 = \$1,344,190	/	\$1,344,190)
Totals:	\$11,307,564	\$8,239,541	/	\$3,068,024

TWELVE-HOUR DAYS:

Highway Division: Highway incurred 1,165.5 hours of overtime in October 2015. Substantially, all overtime was related to construction, paving, and WisDOT maintenance projects. The amounts in excess of 12 hours per day for October are attached.

Facility Management Division: There was one (1) employee that worked a 12+ hour shift for the month of October 2015, which was related to new employee orientation prior to normal shift. The amounts in excess of 12 hours per day for October are attached.

STAFFING REPORT:

See Attached Table.

Public Works - Highway Division
12-Hour Work Days
10/1/15 - 10/31/15

DATE	EMPLOYEE	OPERATION PREFORMED	HOURS WORKED
10/1/2015	Cisler, Mike	V-19	12
10/1/2015	Flegel, Joe	county shouldering (9) state shoulder (3)	12
10/1/2015	Gussert, Tim	V-19	13
10/1/2015	Jacobs, Mark	county shouldering (9.25) state shoulder (3)	12.25
10/1/2015	Kane, Kurt	county shouldering (9) state shoulder (3)	12
10/1/2015	Kollross, Cory	county shouldering (9.25) state shoulder (3)	12.25
10/1/2015	Liebergen, Dale	county shouldering (9) state shoulder (3)	12
10/1/2015	Schraufnagel, Dan	county sweep (9) state sweep (3)	12
10/1/2015	Sperberg, Mark	GV-10 (7) county drainage (2) surface (3.75)	12.75
10/1/2015	Vieth, Ryan	county shouldering (9.25) state shoulder (3)	12.25
10/1/2015	Welsing, Jay	GV-10 (5) county shouldering (5) state shoulder (2)	12
10/1/2015	Williams, Tim	V-19	12
10/2/2015	Allen, Chris	signing	12
10/7/2015	Allen, Chris	signing	13
10/7/2015	Charles, Brad	state bridge	14.25
10/7/2015	Corrigan, Chad	state bridge	13
10/7/2015	Dixon, Darrell	signing	12.25
10/7/2015	Giese, Jon	state bridge	14
10/7/2015	Guns, James	state bridge	13
10/7/2015	Haumschild, Dan	state bridge	13
10/7/2015	Hennes, Pat	sweeping	13
10/7/2015	Ignatowski, Paul	state bridge	14.5
10/7/2015	Liss, Tim	state bridge	13
10/7/2015	Little, Bob	state concrete repair	13
10/7/2015	Maus, Todd	signing	13.5
10/7/2015	Oettinger, Tim	signing	12.75
10/7/2015	VandenPlas, Todd	state concrete repair	13
10/7/2015	Williams, Tim	state bridge	13
10/9/2015	Allen, Chad	Asphalt Plant	12
10/9/2015	Bastian, Dan	Asphalt Plant	12
10/12/2015	Allen, Chad	Asphalt Plant	12.5
10/12/2015	Allen, Chris	signing	12
10/12/2015	Bastian, Dan	Asphalt Plant	13.5
10/12/2015	Dixon, Darrell	signing	12
10/12/2015	Maus, Todd	signing	12
10/12/2015	Oettinger, Tim	signing	12
10/12/2015	Sweemer, Steve	Asphalt Plant	12.25
10/12/2015	VanRite, Paul	signing	12
10/15/2015	Allen, Chris	signing	13
10/15/2015	Maus, Todd	signing	13
10/19/2015	Sweemer, Steve	shop	12
10/20/2015	Sweemer, Steve	shop	12
10/26/2015	Sweemer, Steve	shop	12

BROWN COUNTY PUBLIC WORKS STAFFING SUMMARY

AS OF 10/31/15

HIGHWAY DIVISION:

Position	Vacancy Date	Reason for Leaving	Fill or Hold	Filled Date	Unfilled Reason
Director (0.5 FM / 0.5 HWY)	8/3/15	Resigned: Van Noie	Fill: Open	In Process	N/A
Operations Manager	8/3/15	Termed: Elfe	Hold		
Superintendent	8/4/15	Termed: Welsing	Hold		
Highway Crew	10/1/15	Retired: Linskens	Fill: Nicholas Goral	10/26/15	N/A

	Budgeted FTE's	Actual #FTE's
Mgmt / Office	11.45	8.95
Electrician	1.0	1.0
Engineering	6.0	6.0
Mechanics / Shop	11.0	11.0
Crew	70.0	70.0
Summer Help	4.0	0
TOTAL	103.45	96.95

FACILITY MANAGEMENT DIVISION:

Position	Vacancy Date	Reason for Leaving	Fill or Hold	Filled Date	Unfilled Reason
Director (0.5 FM / 0.5 HWY)	8/3/15	Resigned: Van Noie	Fill: Open	In Process	N/A
Housekeeper (0.5)	9/2/15	Resigned: Costello	Fill: Open	In Process	N/A
Facility Worker (0.5)	9/24/15	Termed: Umentum	Fill: Open	In Process	N/A

	Budgeted FTE's	Actual #FTE's
Mgmt / Office	5.55	5.05
Facility Technicians	2.0	2.0
Facility Mechanics	7.0	7.0
Facility Workers	9.0	8.5
Housekeeping	18.5	18.0
Electrician	1.0	1.0
Summer Help	0.46	0
TOTAL	43.51	41.55



JET AIR GROUP

Excellence in Aviation

October 6, 2015

Mr. Troy Streckenbach
Brown County Executive
305 E. Walnut St., Ste 680
Green Bay, WI 54301

Dear Mr. Streckenbach & County Board:

I would like to make a formal request that you and the county board please consider a name change for Austin Straubel International Airport. There are several reasons for this request. #1 is branding. We have one of the most recognized NFL teams in the world, The Green Bay Packers, yet we don't use the Green Bay name to brand our airport. With all the competition in the area for air traffic, especially International, we need to use that name recognition of Green Bay.

With the change in technology today, people are searching for everything using the internet. When they search for Green Bay, our airport does not come up first. Our international identifier is KGRB. I suggest our airport name be changed to Green Bay International Airport, Austin Straubel field or Green Bay Austin Straubel International Airport. This keeps the respect for Austin Straubel but uses the name Green Bay first, which is the way most people search. There have been instances when we get reservations online, and when the aircraft doesn't show up, we call them. Several times we have been told they went to Austin TX!

I feel it's important to still respect Austin Straubel as part of the name but Green Bay International Airport, Austin Straubel Field continues to do that. We have been getting and are competing for more International Flights. When someone in Europe is coming to the U.S., they have no idea where Austin Straubel Airport is, but they do know where Green Bay is.

Let's include the name we are all proud of and increase business to our airport. Your consideration would be very much appreciated.

Alan C. Timmerman
CEO
Jet Air Group



Official Partner
of the Green Bay Packers

Air Charter
Flight Training
FBO Services
Aircraft Maintenance & Avionics



Signature Select

1921 Airport Drive Green Bay, WI 54313 (920) 494-2669 (920) 494-6666 FAX
WWW.JETAIRGROUP.COM

EXECUTIVE

Brown County

305 E. WALNUT STREET
P.O. BOX 23600
GREEN BAY, WI 54305-3600



Troy Streckenbach

PHONE (920) 448-4001 FAX (920) 448-4003

BROWN COUNTY EXECUTIVE

**Initiative Announced to Rename
Brown County's Austin Straubel International Airport**

"Austin Straubel will continue to be a part of the name"

For Immediate Release

October 30, 2015

(Green Bay, WI) Brown County Executive Troy Streckenbach today announced an initiative to rename Brown County's Austin Straubel International Airport in order to promote the international brand of the community and airport. He stressed that the name of Green Bay native, and World War II hero Austin Straubel, will remain a part of the name.

"The idea of renaming the airport has been informally discussed for some time now and, in recent months, has gathered momentum," Streckenbach explained. "If you think about it, it makes sense. When someone looks for a flight into our area, they don't look for the Brown County airport, they first look for Green Bay's airport. We believe that having Green Bay as part of the name will provide greater identity, and leverage the strength of Green Bay's brand. It will be good for the airport and good for the community."

Streckenbach said he'll lead an initiative to bring the renaming proposal to the County Board, with support from Brown County Supervisor Bernie Erickson who heads the Board's Planning, Development and Transportation Committee.

Erickson said, "Many of us think it's a good idea to include Green Bay in the name as long as Austin Straubel continues to be honored. We'll take ideas and suggestions regarding the new name, but it will most likely end up being something straightforward such as Green Bay - Austin Straubel International Airport."

Airport Director Tom Miller said the actual name change, once approved, shouldn't be a major or costly undertaking. "Most of the change will center on paperwork," he said. "We have to file with the FAA, notify the airlines, online entities and websites. We'll also have to tweak our logo a bit but, fortunately, only one sign on the property needs to be changed. Since that sign is already 25 years old, it is time for a replacement." He said business cards and stationery will be replaced over time. Miller does not yet have a cost estimate for the name change.

(more)

Local businessman, Al Timmerman, CEO of Jet Air Group, one of two fixed base operators at Austin Straubel, welcomes the name change. "I've been a big proponent of the change to include Green Bay in the name," he said. "When people all over the world need a port of entry, by air into the U.S., they need to be able to find Green Bay. When football fans want to come to Lambeau Field for a game and they're booking a flight, they want to see Green Bay's airport pop up on their results. This will keep us front and center in search engine results."

Streckenbach summed up the effort by saying the proposed change to include Green Bay in the name makes sense in so many ways. "We are fortunate to have an incredible brand right here in our own backyard, and we should leverage that brand. It adds up to more business and jobs for the airport and supports the economic development and growth efforts already underway in Brown County."

The name change proposal is scheduled to go before the Brown County Planning, Development & Transportation Committee on November 30, 2015 and, if approved by committee, would go to the full Board of Supervisors, as a formal resolution, at its December 16 meeting.

###



OUR VIEW

RENAME AIRPORT WHILE HONORING WWII VET

What's in a name?
A lot, if you're trying to promote a region, an identity and a brand.
Ask anyone outside of Wisconsin (and the NFL) if they know where Austin Straubel International Airport is and we bet you wouldn't get many, if any, correct answers.
Ask them where Green Bay is, and we bet you'd have much better luck.
That's why the Brown County Board should go ahead with changing the name of the airport.

The board is expected to take up the proposal this month. Alan Timmerman, Jet Air Group president, is behind the name change, and has suggested changing it to "Green Bay International Airport, Austin Straubel Field" or "Green Bay Austin Straubel International Airport."

We like the idea.

There's no doubt in our minds that Maj. Austin Straubel, who was the first airman from Brown County killed in World War II, is a worthy namesake and he should figure into any final renaming.

Editorial board

SCOTT JOHNSON | PUBLISHER & PRESIDENT
ROBERT ZIZO | NEWS DIRECTOR
PETER FRANK | COMMUNITY ENGAGEMENT EDITOR
DIANE ROUNDY | CITIZEN BOARD MEMBER

However, in this era of competition, marketing and identity, it's important to promote the greater Green Bay area. The third largest airport in the state should be instantly recognizable. Also, with the Packers' success, both on the field and in popularity among people from all over the world, it makes sense to have visitors flying to a Green Bay-named airport.

This became even more important after our neighbors to the south changed the name of Outagamie County Regional Airport to Appleton International Airport. The change was made to bring in more money and make it easier to market the area.

Plus, as one Outagamie County official pointed out, it will bring travelers who flew to Green Bay or Milwaukee and then drove to Appleton because they didn't recognize the Outagamie County name.

The same could be said for Austin Straubel. We'd rather not have travelers flying to the renamed Appleton airport and driving here because they don't recognize the Austin Straubel name.

An airport with Green Bay in the name is instantly more recognizable. It's a name everyone knows yet it's not even part of our international airport.

While O'Hare, LaGuardia, LAX and JFK are well-known and you don't need a city identifier in the name, that's not the case for airports outside of large metro areas.

For example, would you know which city you'd be in if you landed at Dwight D. Eisenhower National Airport? Probably not. But if you landed at Wichita Dwight D. Eisenhower National Airport, you'd know you're in Kansas.

We recommend Brown County approve a change that gets "Green Bay" in the airport name while still honoring Straubel.

There are plenty of ideas for Brown County supervisors to consider and suggest. The sooner it's changed, the sooner we can capitalize on the reputation of the greater Green Bay area.

SEND US YOUR THOUGHTS

If it were up to you to rename Austin Straubel International Airport, what would you call it? Austin Straubel Field at Green Bay International Airport?

Green Bay International Airport, Austin Straubel Field? Too much of a mouthful? How about Green Bay International Airport with an Austin Straubel Terminal? Or rename the address from Airport Drive to Austin Straubel Drive?

Send us your recommendations to forum@greenbaypressgazette.com and put "Airport" in the subject line. Some of them might be used in a future article.

Sample of other U.S. airports that have the name of a person and the community included in the official name.

<u>City, State</u>	<u>Official Airport Name</u>	<u>Corresponding Green Bay Airport Name</u>
Anchorage, Alaska	Ted Stevens Anchorage International	Austin Straubel Green Bay International
Aspen, Colorado	Aspen – Pitkin County / Sardy Field	Green Bay – Brown County / Austin Straubel International Field
Atlanta, Georgia	Hartsfield–Jackson Atlanta International	Austin Straubel Green Bay International
Baton Rouge, Louisiana	Baton Rouge Metropolitan, Ryan Field	Green Bay International, Austin Straubel Field
Cincinnati, Ohio	Cincinnati Municipal Airport Lunken Field	Green Bay International Austin Straubel Field
Ocala, Florida	Ocala International – Jim Taylor Field	Green Bay International – Austin Straubel Field



DMH Inc.
Austin Straubel

2077 Airport Drive • Green Bay, WI 54313
Phone 920-499-3978 • Toll Free 888-684-2077



Airport Gift Shop *A Taste of Northern Wisconsin*

BROWN COUNTY BOARD

11/09/2015

AIRPORT DIRECTOR TOM MILLER

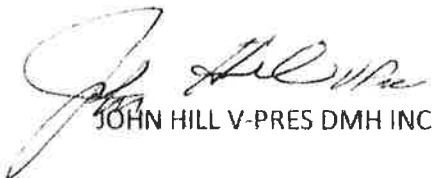
GENTLEMEN:

IN REFERENCE TO THE CURRENT LEASE BETWEEN DMH INC & BROWN COUNTY
AT AUSTIN STRAUBEL AIRPORT. DMH INC WOULD LIKE TO REQUEST AN EXTENSION OF 5 YEARS
FROM 2017 THRU 2021. DUE TO NEW SECURITY MEASURES FOR CREDIT CARD PROCESSING, WE
WILL AGAIN BE REQUIRED TO PURCHASE NEW EQUIPMENT TO PROCESS THE CHIP CREDIT CARDS.
OUR COMPUTERS WERE ALL UPGRADED AND REPLACED IN 2014 BUT MUST BE CHANGED TO MEET
THE NEW SECURITY REQUIREMENTS.

ALSO THE CUSTOM PRINTED PLASTIC BAGS AND PAPER PRODUCTS THAT ARE USED ARE ON A 2 YEAR
SUPPLY AND HAVE RECENTLY BEEN ORDERED. MANY OF THE SUPPLIERS FOR THE NFL (GREEN BAY
PACKERS) HAVE SET DEADLINES OF DECEMBER 2015 TO PLACE ORDERS FOR THE 2016-2017 SEASON.

IN EXCHANGE FOR THE EXTENSION OF THE AGREEMENT DMH INC WOULD OFFER A 1% INCREASE
TO THE CURRENT CONCESSION CONTRACT PAYMENT EFFECTIVE JANUARY 1 2017.

SINCERELY;


JOHN HILL V-PRES DMH INC

**Brown County
Airport
Budget Status Report
October-15**

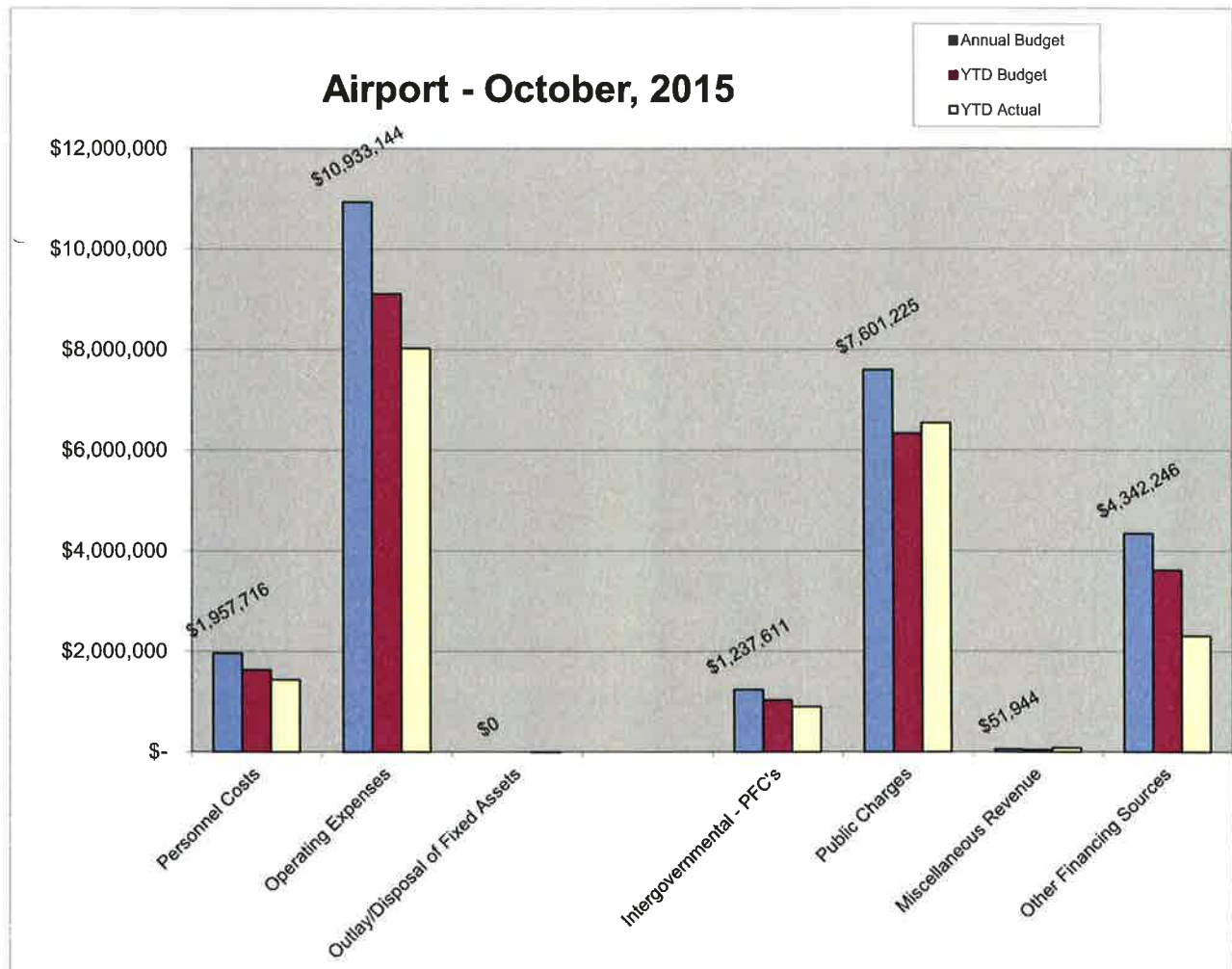
	Annual Budget	YTD Budget	YTD Actual
Personnel Costs	\$1,957,716	\$1,631,430	\$1,431,212
Operating Expenses	\$10,933,144	\$9,110,953	\$8,029,092
Outlay/Disposal of Fixed Assets	\$0	\$0	-\$1,285
Intergovernmental - PFC's	\$1,237,611	\$1,031,343	\$895,577
Public Charges	\$7,601,225	\$6,334,354	\$6,541,935
Miscellaneous Revenue	\$51,944	\$43,287	\$74,873
Other Financing Sources	\$4,342,246	\$3,618,538	\$2,305,711

HIGHLIGHTS

Expenses continue to run under budget through the end of October. Several open positions have been filled. The mild fall continues to benefit our utility costs for the year.

Revenue is generally running at or ahead of budget for the year. Much of the federal grant for pavement work will take place in '16

Thru Oct	Pax On	% (+/-)
2015	261,248	- 1.3%
2014	264,731	



BROWN COUNTY
AUSTIN STRAUBEL INTERNATIONAL AIRPORT

Departmental Openings Summary

To: Planning, Development & Transportation Committee

From: Airport

11/23/2015

Position	Vacancy Date	Reason for Leaving	Fill or Hold	Unfilled Reason
Housekeeper	9/11/2015	Transfer to CTC	Fill	Interviews were conducted on November 19, 2015 and references for the chosen candidate are being checked.

12:06 PM

11/23/2015

BUDGET ADJUSTMENT REQUEST

15-70

Category

Approval Level

- | | |
|--|---|
| <input type="checkbox"/> 1 Reallocation from one account to another in the same level of appropriation | Dept Head |
| <input type="checkbox"/> 2 Reallocation due to a technical correction that could include: | Director of Admin |
| • Reallocation to another account strictly for tracking or accounting purposes | |
| • Allocation of budgeted prior year grant not completed in the prior year | |
| <input type="checkbox"/> 3 Any change in any item within the Outlay account which does not require the reallocation of funds from another level of appropriation | County Exec |
| <input type="checkbox"/> 4 Any change in appropriation from an official action taken by the County Board (i.e. resolution, ordinance change, etc.) | County Exec |
| <input type="checkbox"/> 5 a) Reallocation of <u>up to 10%</u> of the originally appropriated funds between any levels of appropriation (based on lesser of originally appropriated amounts) | Admin Committee |
| <input type="checkbox"/> 5 b) Reallocation of <u>more than 10%</u> of the funds original appropriated between any of the levels of appropriation. | Oversight Comm
2/3 County Board |
| <input type="checkbox"/> 6 Reallocation between two or more departments, regardless of amount | Oversight Comm
2/3 County Board |
| <input checked="" type="checkbox"/> 7 Any increase in expenses with an offsetting increase in revenue | Oversight Comm
2/3 County Board |
| <input type="checkbox"/> 8 Any allocation from a department's fund balance | Oversight Comm
2/3 County Board |
| <input type="checkbox"/> 9 Any allocation from the County's General Fund | Oversight Comm
Admin Committee
2/3 County Board |

Justification for Budget Change:

Transfer Station - Landfill had additional customers which resulted in greater expenses in contracted services with Outagamie County and also various contracted haulers but will be offset by increased revenues.

Hazardous Household Waste had an increase in contractor costs mid-year. This was offset by an increase in revenue from business customers.

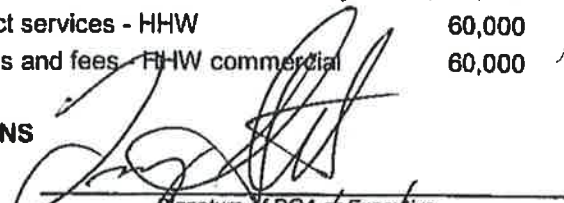
Amount: \$1,700,000

Increase	Decrease	Account #	Account Title	Amount
<input checked="" type="checkbox"/>	<input type="checkbox"/>	655.079.085.5700.100	Contracted services-Landfill	1,400,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	655.079.085.5700	Contract services	240,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	655.079.085.4600.561	Charges and fees Resource Recovery	1,640,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	655.079.087.5700.300	Contract services - HHW	60,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	655.079.087.4600.565	Charges and fees - HHW commercial	60,000

AUTHORIZATIONS


Signature of Department Head

Department: Port + Resource Recovery
Date: 10-15-15


Signature of DOA or Executive
Date: 10/19/15

TO THE HONORABLE MEMBERS OF THE
SENATE COMMITTEE ON NATURAL RESOURCES AND ENERGY

TESTIMONY REGARDING SENATE BILL 282
Brown County's Request for Lakebed Grant
October 13, 2015

Ladies and Gentlemen:

Thank you for the opportunity to provide Brown County testimony regarding Senate Bill 282 and thank you to Senator Cowles for drafting the legislation and working with our supportive regional elected officials in co-sponsoring the legislation.

In October 1976, Brown County passed a resolution requesting Wisconsin Legislature to grant Brown County use of the lakebed for Renard Island and agreeing to execute an Agreement ("Agreement") with the U.S. Army Corps of Engineers ("Corps") laying out a plan for construction, operation, maintenance and closure of Renard Island as a placement location for dredged material from the Port of Green Bay. In June 1977, the State of Wisconsin granted the lakebed around Renard Island to Brown County. The Lakebed was granted and ceded to Brown County to be held and used by the county for public slips, basins, docks, wharves, structures, wildlife refuges, recreation and park purposes, granting all State of Wisconsin's rights title and interests in the submerged land and any dry lands surrounding said island which exist in Green Bay to Brown County.

In November 1977, the Corps and Brown County executed an Agreement sponsoring Renard Island, with Brown County assuming ownership upon completion of filling the island with navigational dredged material. Between 1978 and 1995, the Corps operated Renard Island confined disposal facility for the placement of dredged material from the Green Bay Harbor navigational channel.

In February 2008, Brown County and the Corps received Wisconsin Department of Natural Resource's approval of the Renard Island Closure Plan that included geotechnical/hydrogeologic investigations, assessment of dredged material characteristics, criteria for using dredged material as part of an engineered soil cover, existing site features, design features, construction plan, monitoring plan, vegetation plan and maintenance activities that ensures protection of human health and the environment. Brown County's cost for investigation, design and approval under the Renard Island Closure Plan exceeded \$750,000 not including staff time. In 2010, the Corps permitted and constructed a \$2.6M temporary causeway from land to Renard Island to facilitate closure activities, including a temporary maintenance easement across said lands until 2020. In 2011, Brown County received \$1.5M in Great Lakes Restoration Initiative funding to begin the closure activities. In 2012, Brown County waived \$1.0M in Corps tipping fees at Bay Port in exchange for services provided to further additional closure activities. In 2014, the Corps spent \$3.1M to complete the closure activities and intends on turning ownership of the 55 acre island over to Brown County in 2016.

As part of the Corps project, the Corps is to remove the temporary causeway unless Brown County is interested in owning and maintaining the causeway as a permanent structure. All reasonable human use opportunities for Renard Island are dependent upon causeway access.

In 2014 Brown County received a Chapter 30 permit from the Wisconsin Department of Natural Resources in order to keep the permanent causeway to Renard Island. The permit determined the necessary design modifications needed for the causeway to remain a permanent structure and Brown County and Corps spent \$150,000 to do so during 2015. Also during 2015, the Corps determined that a permanent maintenance easement and a Legislative Lakebed Grant were required conditions necessary for the Corps to transfer ownership of the causeway to Brown County. Brown County has a permanent maintenance easement that will be acted upon by the Brown County Board of Supervisors on October 21, 2015. Assuming adoption of the permanent maintenance easement, Brown County is in need of this lakebed grant from the Wisconsin Legislature to fulfill the ownership transfer requirements.

Brown County's future plans for the 55-acre waterfront Renard Island will be determined by the County Board. Although undetermined at this time, the island is immediately adjacent to the Bay Beach Amusement Park and the island's use will likely be recreational in nature and compatible with the Bay Beach Area.

Thank you for your time and attention and consideration of this important legislation to Northeastern Wisconsin.



State of Wisconsin



2015 Senate Bill 282

Date of enactment: **November 11, 2015**
Date of publication*: **November 12, 2015**

2015 WISCONSIN ACT 111

AN ACT to affect Laws of 1977, chapter 15, sections 2 and 3; relating to: granting Brown County certain submerged lands in Green Bay.

The people of the state of Wisconsin, represented in senate and assembly, do enact as follows:

SECTION 1. Laws of 1977, chapter 15, sections 2 and 3 are created to read:

[Laws of 1977, chapter 15] Section 2. In addition to the lands granted and ceded to Brown County under SECTION 1 of this act, there is also granted and ceded to Brown County to be held and used by the county for public slips, basins, docks, wharves, structures, wildlife refuges, recreation, and park purposes all the right, title, and interest of this state in the submerged land located northerly of and adjacent to Private Claim Number 46, East Side of Fox River, City of Green Bay, Brown County, Wisconsin, constituting the bed of said bay, bounded and described as follows: commencing at an angle point on the south line of said Private Claim Number 46 being Brown County Point Number 41R/S-6/7; thence N 64 degrees 39 minutes 47 seconds W along the south line of said Private Claim 4,597.34 feet to the west line of vacated Sauk Avenue extended southerly; thence N 25 degrees 13 minutes 56 seconds E along said line extended 621.08 feet to a bulkhead line of the bay of Green Bay and the point of

beginning. Thence N 65 degrees 44 minutes 44 seconds W 116.85 feet along said bulkhead line; thence N 32 degrees 07 minutes 00 seconds E 706.64 feet to the southerly boundary line of the submerged lands granted to Brown County under SECTION 1 of this act; thence S 65 degrees 44 minutes 44 seconds E 252.37 feet along said southerly line; thence S 32 degrees 07 minutes 00 seconds W 706.64 feet to the said bulkhead line; thence N 65 degrees 44 minutes 44 seconds W along said bulkhead line 135.52 feet to the point of beginning. Said parcel contains 4.06 acres, more or less.

Section 3. Brown County may erect structures on the land granted under this act that are limited to facilitating public use of and access to the land, construction and maintenance of aids to navigation, and construction and maintenance of the land. Brown County may not convey all or any part of, any rights to, or any interest in the land granted under this act to any person other than this state, a political subdivision of this state, or a special purpose district of this state. If Brown County conveys the land granted under this act as authorized under this section, the grantee shall comply with this section.

* Section 991.11, WISCONSIN STATUTES: Effective date of acts. "Every act and every portion of an act enacted by the legislature over the governor's partial veto which does not expressly prescribe the time when it takes effect shall take effect on the day after its date of publication."

**Port and Resource Recovery Department
Director's Report
November 30, 2015**

Outagamie County - A meeting was held October 14, 2015 with BOW partners to discuss Outagamie County Executive letter. Outagamie County agreed as long as negotiations continue in good faith between Outagamie County and Brown County, Outagamie County will not change the fee for accepting the Fox River Fiber sludge. Furthermore, if Outagamie and Brown Counties should discontinue negotiations, Outagamie County will provide Brown County with written notice of its intent to change this fee 30 days before implementing the change. Brown County requested Outagamie County put their concerns in writing. As of this date, no written position has been received by Brown County to respond to. Further negotiations await a response from Outagamie County.

Construction & Demolition RFQ - BOW partners have requested Brown County reject the single response to the RFQ. BOW partners will internally evaluate C&D recycling options.

**Open Position From
Port and Resource Recovery Department**

Position	Vacancy Date	Reason for Leaving	Fill or Hold	Unfilled Reason

**Brown County - Planning
Budget Status Report
September 30, 2015**

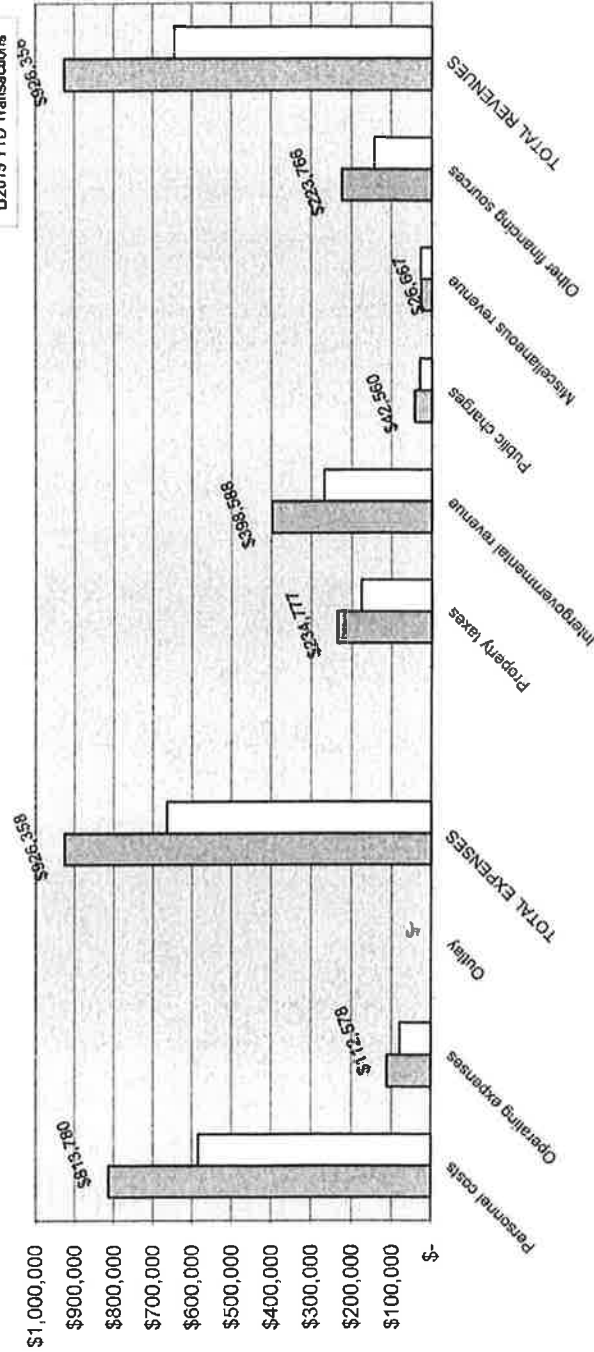
	2015 Amended		2015 YTD		2014 Amended		2014 YTD	
	Budget	Transactions	Budget	Transactions	Budget	Transactions	Budget	Transactions
Personnel costs	\$ 813,780	\$ 584,459			\$ 882,906	\$ 595,319		
Operating expenses	\$ 112,578	\$ 79,595			\$ 133,895	\$ 115,534		
Outlay	\$ -	\$ -			\$ -	\$ -		
TOTAL EXPENSES	\$ 926,358	\$ 664,054			\$ 1,016,801	\$ 710,853		
Property taxes	\$ 234,777	\$ 176,083			\$ 257,563	\$ 193,172		
Intergovernmental revenue	\$ 398,588	\$ 267,834			\$ 407,053	\$ 279,728		
Public charges	\$ 42,560	\$ 29,758			\$ 50,300	\$ 30,086		
Miscellaneous revenue	\$ 26,667	\$ 25,792			\$ 26,667	\$ 33,787		
Other financing sources	\$ 223,766	\$ 143,462			\$ 275,218	\$ 182,742		
TOTAL REVENUES	\$ 926,358	\$ 643,929			\$ 1,016,801	\$ 719,516		

HIGHLIGHTS:

Expenditures: All categories are progressing as anticipated.

Revenues: All categories are at or near expectations.

Planning - September 30, 2015



Brown County - Planning
Budget Status Report
October 31, 2015

	2015 Amended	2015 YTD	2014 Amended	2014 YTD
	Budget	Transactions	Budget	Transactions
Personnel costs	\$ 813,780	\$ 640,705	\$ 882,906	\$ 657,418
Operating expenses	\$ 112,578	\$ 87,780	\$ 133,895	\$ 125,421
Outlay	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENSES	\$ 926,358	\$ 728,484	\$ 1,016,801	\$ 782,839
Property taxes	\$ 234,777	\$ 195,648	\$ 257,563	\$ 214,536
Intergovernmental revenue	\$ 388,588	\$ 280,513	\$ 407,053	\$ 317,065
Public charges	\$ 42,560	\$ 35,473	\$ 50,300	\$ 34,144
Miscellaneous revenue	\$ 26,667	\$ 26,792	\$ 26,667	\$ 33,787
Other financing sources	\$ 223,766	\$ 150,458	\$ 275,218	\$ 189,746
TOTAL REVENUES	\$ 926,358	\$ 688,884	\$ 1,016,801	\$ 789,378

HIGHLIGHTS:

Expenditures: All categories are progressing as anticipated.

Revenues: All categories are at or near expectations.

Planning - October 31, 2015



Brown County - Property Listing
Budget Status Report
September 30, 2015

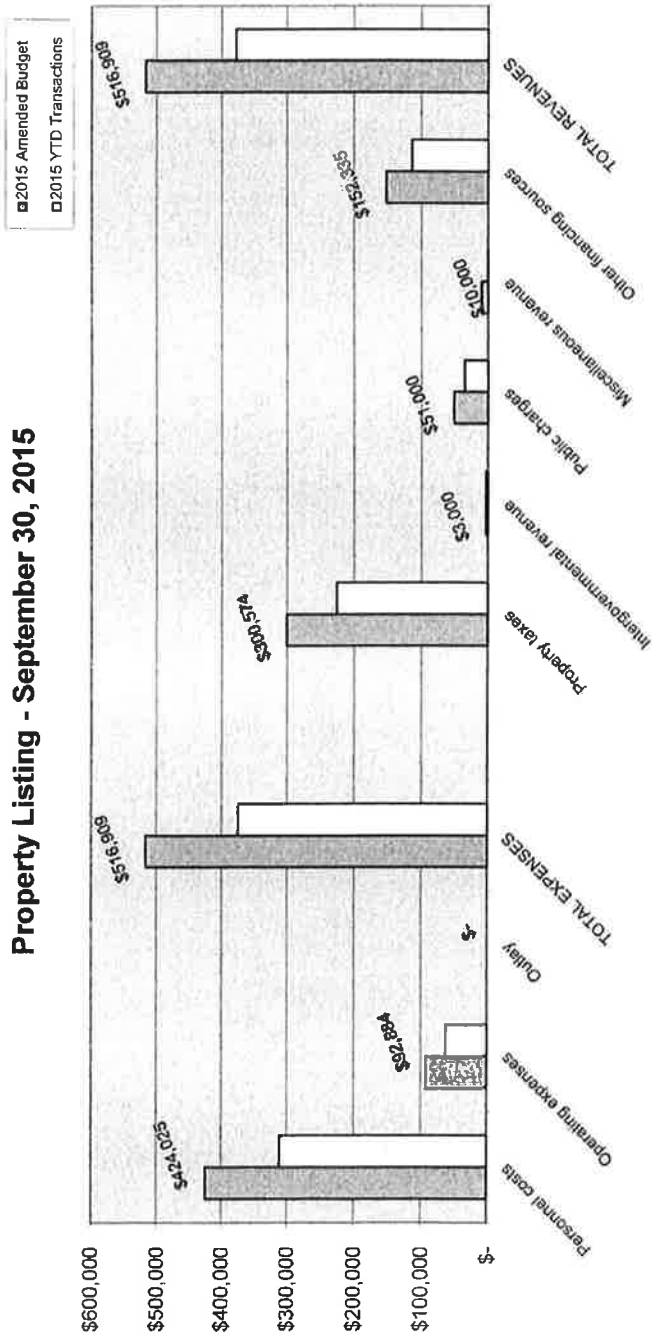
	2015 Amended	2015 YTD	2014 Amended	2014 YTD
	Budget	Transactions	Budget	Transactions
Personnel costs	\$ 424,025	\$ 311,572	\$ 427,473	\$ 305,687
Operating expenses	\$ 92,884	\$ 63,358	\$ 93,657	\$ 64,417
Outlay	\$ -	\$ -	\$ 35,000	\$ 34,707
TOTAL EXPENSES	\$ 516,909	\$ 374,930	\$ 556,130	\$ 404,811
Property taxes	\$ 300,574	\$ 225,430	\$ 340,054	\$ 255,040
Intergovernmental revenue	\$ 3,000	\$ 2,972	\$ 5,000	\$ 4,155
Public charges	\$ 51,000	\$ 34,673	\$ 47,500	\$ 40,322
Miscellaneous revenue	\$ 10,000	\$ 332	\$ -	\$ 27
Other financing sources	\$ 152,335	\$ 114,251	\$ 163,576	\$ 122,682
TOTAL REVENUES	\$ 516,909	\$ 377,659	\$ 556,130	\$ 422,226

HIGHLIGHTS:

Expenditures: All expenditures are within anticipated levels.

Revenues: All revenues are progressing as anticipated.

Property Listing - September 30, 2015



**Brown County - Property Listing
Budget Status Report
October 31, 2015**

	2015 Amended	2015 YTD	2014 Amended	2014 YTD
	Budget	Transactions	Budget	Transactions
Personnel costs	\$ 424,025	\$ 341,581	\$ 427,473	\$ 338,269
Operating expenses	\$ 92,884	\$ 70,345	\$ 93,657	\$ 71,162
Outlay	\$ -	\$ -	\$ 35,000	\$ 34,707
TOTAL EXPENSES	\$ 516,909	\$ 411,927	\$ 556,130	\$ 444,139
Property taxes	\$ 300,574	\$ 250,478	\$ 340,054	\$ 283,378
Intergovernmental revenue	\$ 3,000	\$ 2,972	\$ 5,000	\$ 4,155
Public charges	\$ 51,000	\$ 37,574	\$ 47,500	\$ 44,628
Miscellaneous revenue	\$ 10,000	\$ 332	\$ -	\$ 27
Other financing sources	\$ 152,335	\$ 126,946	\$ 163,576	\$ 136,313
TOTAL REVENUES	\$ 516,909	\$ 418,302	\$ 556,130	\$ 468,501

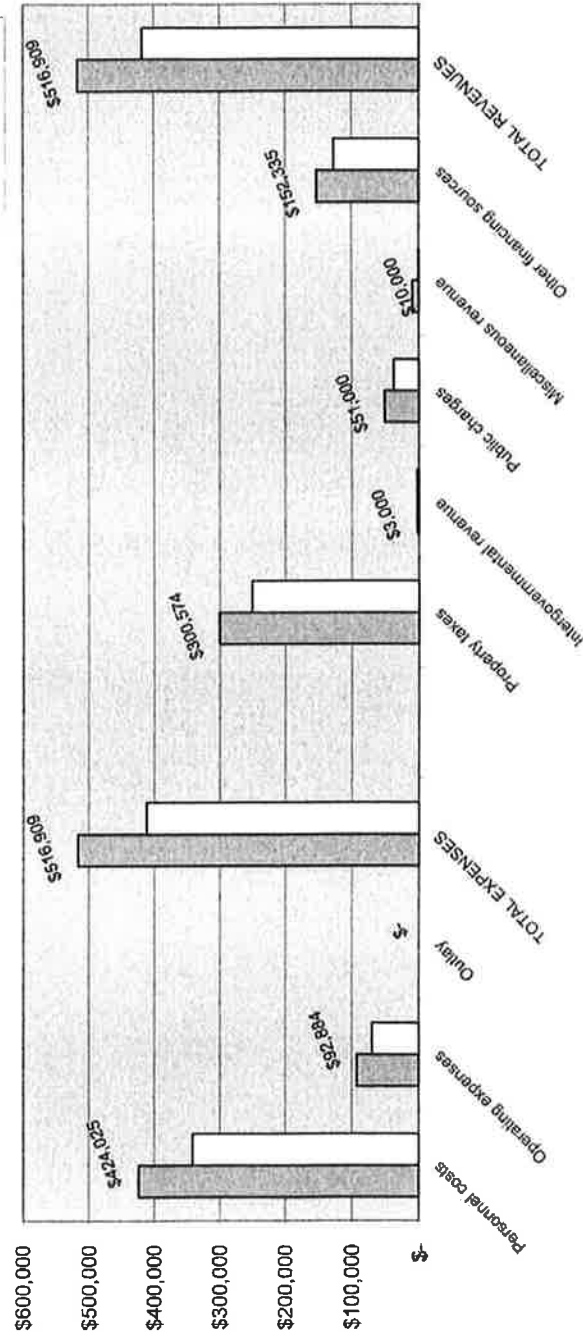
HIGHLIGHTS:

Expenditures: All expenditures are within anticipated levels.

Revenues: All revenues are progressing as anticipated.

Property Listing - October 31, 2015

2015 Amended Budget
2015 YTD Transactions



Brown County - Zoning
Budget Status Report
September 30, 2015

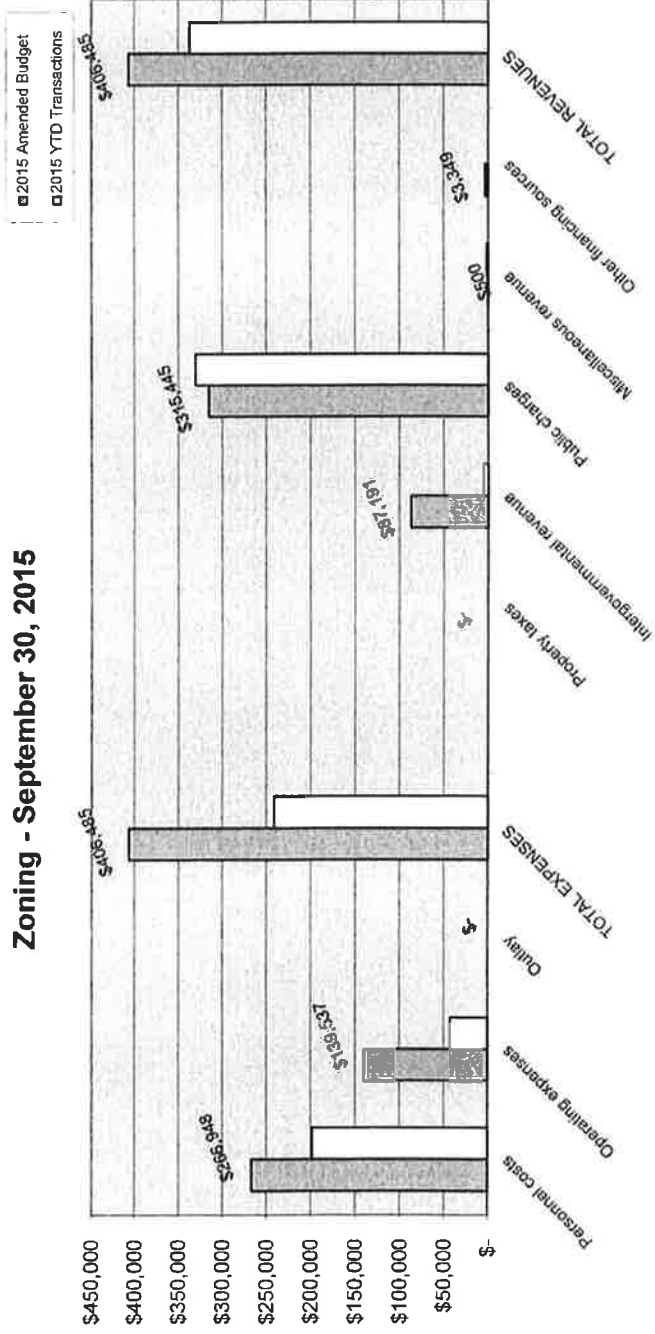
	2015 Amended		2015 YTD		2014 Amended		2014 YTD	
	Budget	Transactions	Budget	Transactions	Budget	Transactions	Budget	Transactions
Personnel costs	\$ 266,948	\$ 198,477			\$ 281,287	\$ 198,636		
Operating expenses	\$ 139,537	\$ 42,935			\$ 167,810	\$ 76,851		
Outlay	\$ -	\$ -			\$ -	\$ -		
TOTAL EXPENSES	\$ 406,485	\$ 241,412			\$ 449,097	\$ 275,487		
Property taxes	\$ -	\$ -			\$ -	\$ -		
Intergovernmental revenue	\$ 87,191	\$ 5,330			\$ 111,184	\$ 35,175		
Public charges	\$ 315,445	\$ 330,395			\$ 333,195	\$ 309,223		
Miscellaneous revenue	\$ 500	\$ 1,350			\$ 1,250	\$ 500		
Other financing sources	\$ 3,349	\$ -			\$ 3,468	\$ -		
TOTAL REVENUES	\$ 406,485	\$ 337,074			\$ 449,097	\$ 344,897		

HIGHLIGHTS:

Expenditures: All categories are progressing as anticipated.

Revenues: Public charges for P.O.W.T.S. program are progressing as planned.

Zoning - September 30, 2015



Brown County - Zoning
Budget Status Report
October 31, 2015

	2015 Amended Budget	2015 YTD Transactions	2014 Amended Budget	2014 YTD Transactions
Personnel costs	\$ 266,948	\$ 217,737	\$ 281,287	\$ 218,667
Operating expenses	\$ 139,537	\$ 47,411	\$ 167,810	\$ 88,769
Outlay	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENSES	\$ 406,485	\$ 265,148	\$ 449,097	\$ 307,436
Property taxes	\$ -	\$ -	\$ -	\$ -
Intergovernmental revenue	\$ 87,191	\$ 5,330	\$ 111,184	\$ 41,275
Public charges	\$ 315,445	\$ 340,114	\$ 333,195	\$ 326,471
Miscellaneous revenue	\$ 500	\$ 1,350	\$ 1,250	\$ 500
Other financing sources	\$ 3,349	\$ -	\$ 3,468	\$ -
TOTAL REVENUES	\$ 406,485	\$ 346,793	\$ 449,097	\$ 368,246

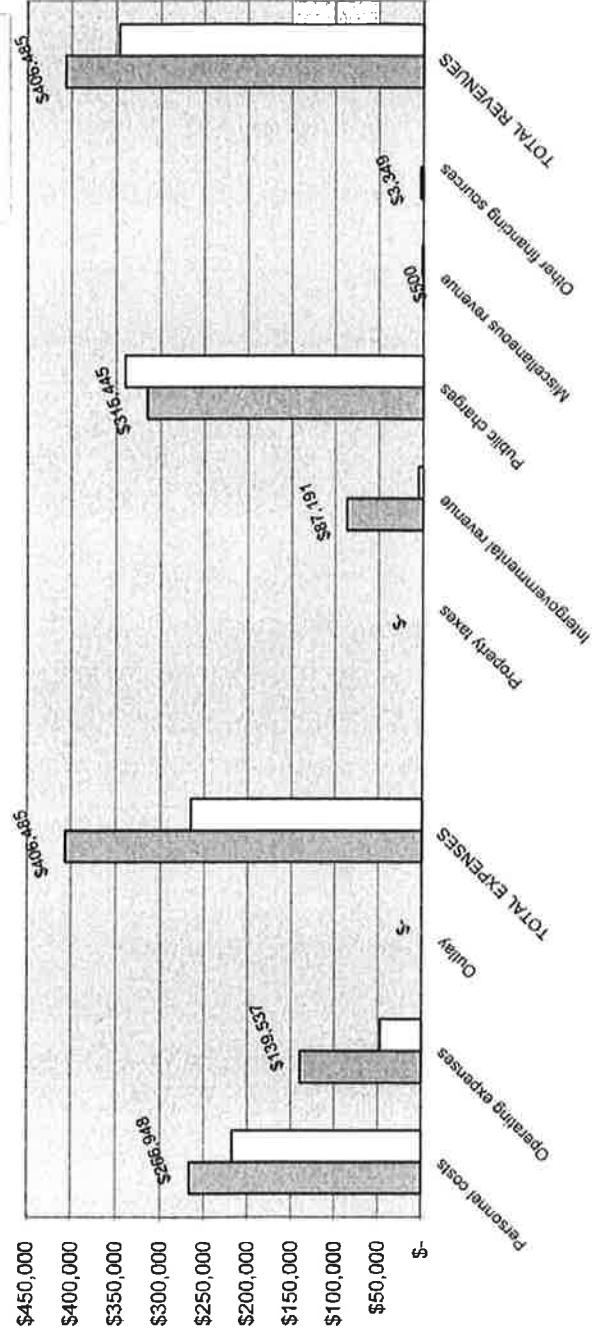
HIGHLIGHTS:

Expenditures: All categories are progressing as anticipated.

Revenues: Public charges for P.O.W.T.S. program are progressing as planned.

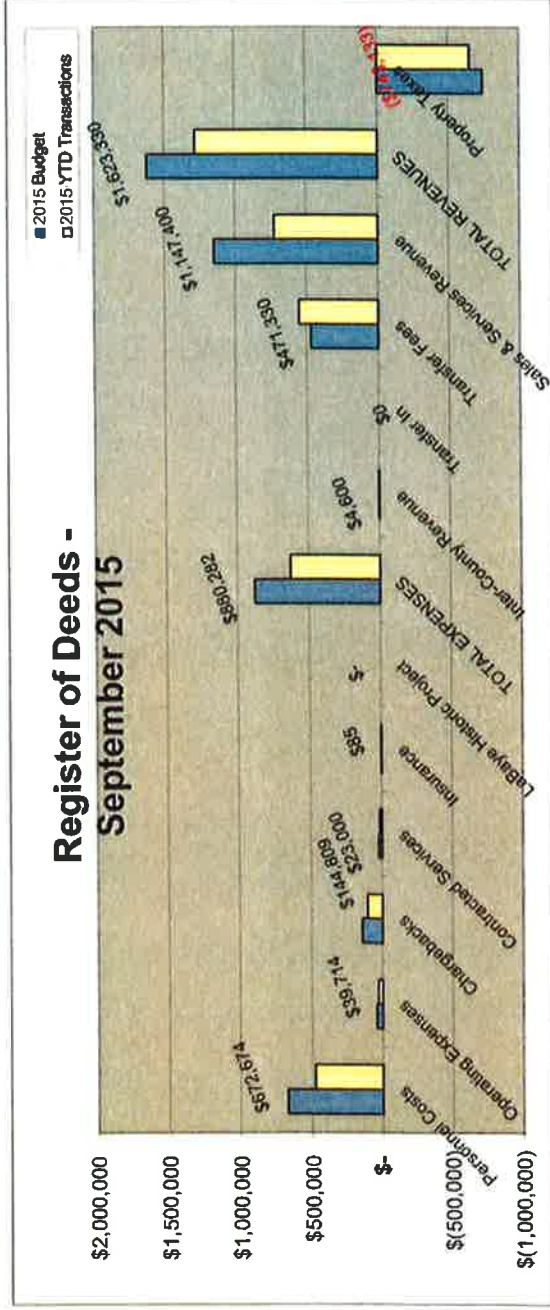
Zoning - October 31, 2015

□ 2015 Amended Budget
□ 2015 YTD Transactions



**Brown County Register of Deeds
Budget Status Report
September 30, 2015**

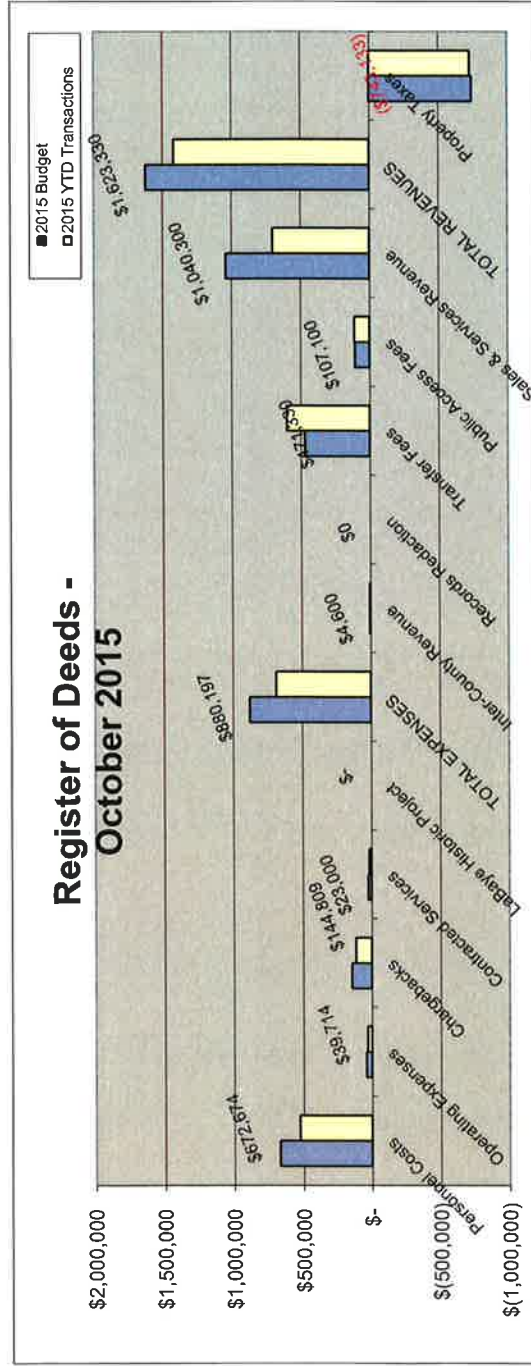
	2015 Budget	2015 YTD Transactions		2014 Budget	2014 YTD Transactions
Personnel Costs	\$ 672,674	\$ 481,336	Personnel Costs	\$ 699,189	\$ 508,729
Operating Expenses	\$ 39,714	\$ 28,107	Operating Expenses	\$ 41,004	\$ 28,321
Chargebacks	\$ 144,809	\$ 103,882	Chargebacks	\$ 157,038	\$ 110,333
Contracted Services	\$ 23,000	\$ 14,183	Contracted Services	\$ 297,000	\$ 112,988
Insurance	\$85	86	Insurance	\$81	\$88
LaBaye Historic Project	\$ -	\$ -	LaBaye Historic Project	\$20,000	\$ 10,400
TOTAL EXPENSES	\$ 880,282	\$ 627,594	TOTAL EXPENSES	\$ 1,214,312	\$ 770,859
Inter-County Revenue	\$ 4,600	\$ 4,142	Inter-County Revenue	\$ 3,720	\$ 4,672
Transfer In	\$0	\$0	Transfer In	\$0	\$0
Transfer Fees	\$ 471,330	\$ 552,565	Transfer Fees	\$ 490,000	\$ 373,611
Sales & Services Revenue	\$ 1,147,400	\$ 724,568	Sales & Services Revenue	\$ 1,471,375	\$ 762,891
TOTAL REVENUES	\$ 1,623,330	\$ 1,281,275	TOTAL REVENUES	\$ 1,965,095	\$ 1,141,174
Property Taxes	(\$743,133)	(\$653,661)	Property Taxes	(\$750,783)	(\$370,315)



2015 Expenses YTD \$143,265 less than same time period in 2014. Revenues above budget mainly due to increase in transfer fees.

Brown County Register of Deeds
Budget Status Report
 October 2015 vs October 2014

	2015 YTD		2014		2014 YTD	
	Budget	Transactions	Budget	Transactions	Budget	Transactions
Personnel Costs	\$ 672,674	\$ 527,040			\$ 699,189	\$ 561,136
Operating Expenses	\$ 39,714	\$ 31,258			\$ 41,085	\$ 31,037
Chargebacks	\$ 144,809	\$ 114,377			\$ 157,038	\$ 122,789
Contracted Services	\$ 23,000	\$ 16,100			\$ 297,000	\$ 130,971
LaBaye Historic Project	\$ -	\$ -			\$ 20,000	\$ 15,100
TOTAL EXPENSES	\$ 880,197	\$ 688,775			\$ 1,214,312	\$ 861,033
Inter-County Revenue	\$ 4,600	\$ 4,529			\$ 3,720	\$ 5,843
Records Redaction	\$ 0	\$ 0			\$ 275,000	\$ 146,760
Transfer Fees	\$ 471,330	\$ 601,554			\$ 490,000	\$ 420,940
Public Access Fees	\$ 107,100	\$ 109,845			\$ 106,000	\$ 104,769
Sales & Services Revenue	\$ 1,040,300	\$ 701,771			\$ 1,090,375	\$ 610,412
TOTAL REVENUES	\$ 1,623,330	\$ 1,417,699			\$ 1,965,095	\$ 1,288,724
Property Taxes	(\$743,133)	(\$728,924)			(\$750,783)	(\$427,691)



Year to date revenue ahead of budget by \$109,645 and expenses are within budget forecast.

Brown County Land Information Seminar

Wednesday, November 18, 2015

Location

Neville Public Museum - Auditorium
210 Museum Place
Green Bay, WI 54303

Agenda

8:30 am to 8:45 am	Welcome and Introductions
8:45 am to 9:30 am	LAREDO
9:30 am to 9:45 am	Basic Property Search
9:45 am to 10:00 am	Break
10:00 am to 10:15 am	Internet GIS Mapping Basics
10:15 am to 11:15 am	Internet GIS Map Advanced Topics
11:15 am to 11:30 am	Q&A Wrap-up
11:30 am to 12:30 pm	Guided Tour Museum Exhibit, <i>Building our Community: Over 100 Years of Architecture & Design in Brown County</i>

Topic Detail

LAREDO

Presented by Debra A. Gore, Chief Deputy Register of Deeds, learn how to search the Brown County Register of Deeds land records system for land related items such as party names, recording information, view/print document images including deeds, mortgages, plats, certified survey maps and more.

BASIC PROPERTY SEARCH

Presented by Jeff DuMez, Brown County GIS/LIO Coordinator, this session will provide you with an overview of Brown County's land records search system. Participants will learn how to search by address or tax parcel number and what types of land related data is available.

GIS MAP BASICS

Presented by Jeff DuMez, this session will cover basic features of the Brown County GIS mapping site. Participants will learn how to search, zoom and print.

GIS MAP ADVANCED TOPICS

Presented by Jeff DuMez and Bill Bosiacki, Brown County Zoning Administrator, participants will learn how to use the buffer feature, generate mailing labels and apply layers of data to the base map. Other topics will include:

- Working with Floodplains, ESAs & other Environmental map layers
- Using the Survey Index to find and view surveys
- New maps & GIS apps available online

MUSEUM EXHIBIT TOUR

Join Kevin Cullen, Deputy Director of the Neville Public Museum on a guided tour of the museum's exhibit *Building our Community: Over 100 Years of Architecture & Design in Brown County*. Explore over one hundred historic buildings in Brown County through architectural plans, photographs, artifacts, and hands-on interactives.

THIS EVENT IS FREE TO THE GENERAL PUBLIC AND REGISTRATION IS NOT REQUIRED

21

BUDGET ADJUSTMENT REQUEST

Category**Approval Level**

- | | | |
|---------------------------------------|--|---|
| <input type="checkbox"/> 1 | Reallocation from one account to another in the same level of appropriation | Dept Head |
| <input type="checkbox"/> 2 | Reallocation due to a technical correction that could include: <ul style="list-style-type: none"> • Reallocation to another account strictly for tracking or accounting purposes • Allocation of budgeted prior year grant not completed in the prior year | Director of Admin |
| <input type="checkbox"/> 3 | Any change in any item within the Outlay account which does not require the reallocation of funds from another level of appropriation | County Exec |
| <input type="checkbox"/> 4 | Any change in appropriation from an official action taken by the County Board (i.e. resolution, ordinance change, etc.) | County Exec |
| <input type="checkbox"/> 5 a) | Reallocation of <u>up to 10%</u> of the originally appropriated funds between any levels of appropriation (based on lesser of originally appropriated amounts) | Admin Committee |
| <input type="checkbox"/> 5 b) | Reallocation of <u>more than 10%</u> of the funds original appropriated between any of the levels of appropriation. | Oversight Comm
2/3 County Board |
| <input type="checkbox"/> 6 | Reallocation between two or more departments, regardless of amount | Oversight Comm
2/3 County Board |
| <input checked="" type="checkbox"/> 7 | Any increase in expenses with an offsetting increase in revenue | Oversight Comm ~
2/3 County Board |
| <input type="checkbox"/> 8 | Any allocation from a department's fund balance | Oversight Comm
2/3 County Board |
| <input type="checkbox"/> 9 | Any allocation from the County's General Fund | Oversight Comm
Admin Committee
2/3 County Board |

Justification for Budget Change:

This UW-Extension budget adjustment is for additional environmental science programs in partnership with Trees for Tomorrow programs that were facilitated by FIELDs Staff in 2015.

Amount: \$22,200

Increase	Decrease	Account #	Account Title	Amount
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.083.300.4600	FIELDs Charges & Fees	22,200
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.083.300.5100	FIELDs Regular Earnings	16,800
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.083.300.5300	FIELDs Supplies	5,400
<input type="checkbox"/>	<input type="checkbox"/>			

EB 10/16

AUTHORIZATIONS

Judy Knudsen
Signature of Department Head

Department: UW Extension

Date: 10/15/15

[Signature]
Signature of DOA or Executive
Date: 10/19/15